

COUNCIL MEETING AGENDA

Casper City Council

City Hall, Council Chambers

Tuesday, November 16, 2021, 6:00 p.m.



COUNCIL POLICY PUBLIC STATEMENTS

- I. Members of the Public Wishing to Speak to an Item Already on the Agenda, Other Than a Public Hearing, or Second or Third Reading Ordinance, Must Submit a Request to the City Clerk's Office by 12:00 Noon on the Monday Immediately Preceding the Council Meeting, or May Speak During the Communications From Persons Present.
- II. When Speaking to the City Council Please:
 - Clearly State Your Name and Address.
 - Direct all questions/comments to the Mayor and only the Mayor.
 - No personal attacks on staff or Council.
 - Speak to the City Council with Civility and Decorum.
- III. The City Council Will Not Respond to Any Comments or Questions Concerning Personnel Matters. Any Such Comments or Questions Will be Handled by the Appropriate Persons. Public Hearing Comments and Presentations Will be Limited to Five Minutes or Less per Person, nor Will Time Extensions be Permitted. No Duplication of Speakers will be Allowed.
- IV. Questions Posed by Speakers May, or May Not be Responded to by Council Members.
- V. Willful Disruption of, or the Breach of the Peace at, a Council Meeting may Result in the Removal of any Such Individuals or Groups from the Council Chambers.
(These Guidelines Are Also Posted at the Podium in the Council Chambers)

Please silence cell phones during the City Council meeting.

Entrance to the meetings is the east door off David Street. Face coverings are encouraged for those individuals who have not been fully vaccinated against COVID-19. Public input via email is encouraged: CouncilComments@casperwv.gov.

AGENDA

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. CONSIDERATION OF MINUTES OF THE NOVEMBER 2, 2021 REGULAR COUNCIL MEETING, AS PUBLISHED IN THE CASPER STAR-TRIBUNE ON NOVEMBER 10, 2021

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4. CONSIDERATION OF MINUTES OF THE NOVEMBER 9, 2021 SPECIAL COUNCIL MEETING, AS PUBLISHED IN THE CASPER STAR-TRIBUNE ON NOVEMBER 13, 2021
5. CONSIDERATION OF MINUTES OF THE NOVEMBER 9, 2021 EXECUTIVE SESSION – PROPERTY AND PERSONNEL
6. CONSIDERATION OF BILLS AND CLAIMS
7. BRIGHT SPOTS IN OUR COMMUNITY – VETERANS’ GRAVES ADOPTION PROJECT
8. COMMUNICATIONS

A. From Persons Present

9. ESTABLISH DATE OF PUBLIC HEARING

A. Consent

1. Establish December 7, 2021, as the Public Hearing Date for Consideration of:

- a. New **Restaurant Liquor License No. 46** for Movie Palace Inc., d/b/a **Studio City Mesa Cinemas**, Located at 3150 Talon.

10. PUBLIC HEARING

A. Minute Action

1. New **Restaurant Liquor License No. 21** for Whelan Catering, Inc., d/b/a **House of Sushi**, Located at 260 South Center.

11. RESOLUTIONS

A. Consent

1. Authorizing Acceptance of a Grant from the **Wyoming Department of Parks and Cultural Resources**, in the Amount of \$246,290.50, for the **First Street Gateway Project**.
2. Authorizing an Agreement between the City of Casper and **Proud to Host the Best** Formalizing the Approval of the \$50,000 per year Contribution for the Next Four Years to Host the **Wyoming High School Activities Association**.
3. Authorizing a Contract for Professional Services Agreement with **WLC Engineering & Surveying**, in the Amount of \$68,400, for the **Industrial Avenue Drainage and Surfacing Improvements, Elm to David**, Project No. 21-055.

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11. RESOLUTIONS (continued)

A. Consent

4. Authorizing an Agreement with **Casper Electric, Inc.**, in the Amount of \$200,000.00, for the **Ballfield Lighting Replacement**, Phase II, Project No. 21-033.
5. Authorizing Amendment #1 to the Professional Services Contract with **State Line No. 7 Architects**, for an Additional Amount of \$6,000 for the **City Hall Renovations and Addition** (Project SAFE), Project No. 20-004.
6. Authorizing a Contract for **Outside-City Water Service** with **Steve M. Carter**.
7. Authorizing a Contract for Professional Services Agreement with **WWC Engineering**, in the Amount of \$70,619, for the **Poplar Street Utility Improvements – CY Ave. to Collins Dr.** Project No. 21-018.
8. Approving a Professional Services Agreement with **Alpha Facilities Solutions** for a **Citywide Facilities Condition Assessment**.

12. MINUTE ACTION

A. Consent

1. Acknowledging a Change in Corporate Ownership for **Bar and Grill No. 11**, 71 SW Wyoming Blvd LLC d/b/a **The Horse Palace**, Located at 71 SE Wyoming Boulevard.
2. Appointing **Bob King** to the **Casper Historic Preservation Commission** for a Three (3) Year Term Expiring December 31, 2024.
3. Appointing Four (4) New Members to **Casper's Council of People with Disabilities** for a Term of Three (3) Years beginning November 17, 2021.

13. INTRODUCTION OF MEASURES AND PROPOSALS BY MEMBERS OF THE CITY COUNCIL

14. ADJOURNMENT

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Upcoming Council meetings

Council meetings

6:00 p.m. Tuesday, December 7, 2021– Council Chambers

6:00 p.m. Tuesday, December 21, 2021 – Council Chambers

Work sessions

4:30 p.m. Tuesday, November 30, 2021 – Council Chambers

4:30 p.m. Tuesday, December 14, 2021– Council Chambers

ZONING CLASSIFICATIONS			
FC	Major Flood Channels & Riverbanks	PUD	Planned Unit Development
AG	Urban Agriculture	HM	Hospital Medical
R-1	Residential Estate	C-1	Neighborhood Convenience
R-2	One Unit Residential	C-2	General Business
R-3	One to Four Unit Residential	C-3	Central Business
R-4	High-Density Residential	C-4	Highway Business
R-5	Mixed Residential	M-1	Limited Industrial
R-6	Manufactured Home (Mobile) Park	M-2	General Industrial
PH	Park Historic	SMO	Soil Management Overlay
HO	Historic Overlay	ED	Education
OB	Office Business	OYD	Old Yellowstone District

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COUNCIL PROCEEDINGS
Casper City Hall – Council Chambers
November 2, 2021

1. ROLL CALL

Casper City Council met in regular session at 6:09 p.m., Tuesday, November 2, 2021. Present: Councilmembers Cathey, Engebretsen, Gamroth, Knell, Pacheco, Pollock, Quest and Mayor Freel. Councilman Johnson participated by GoTo Meeting.

2. PLEDGE OF ALLEGIANCE

Vice Mayor Pacheco led the audience in the Pledge of Allegiance.

3. MINUTES

Moved by Councilmember Engebretsen, seconded by Councilmember Pollock, to, by minute action, approve the minutes of the October 19, 2021, regular Council meeting, as published in the Casper-Star Tribune on October 24, 2021. Councilmember Knell abstained. Motion passed.

4. EXECUTIVE SESSION MINUTES

Moved by Councilmember Cathey, seconded by Councilmember Pollock, to, by minute action, approve the minutes of the October 19, 2021, executive session. Councilmember Knell abstained. Motion passed.

5. BILLS & CLAIMS

Moved by Vice Mayor Pacheco, seconded by Councilmember Engebretsen, to, by minute action, approve payment of the November 2, 2021, bills and claims, as audited by City Manager Napier. Motion passed.

Bills & Claims 11/02/21		
307CllsnCntr	Services	4,580.87
6HGroup	Goods	482.25
71Const	Goods	249,924.52
AAALndscpng	Services	1,050.00
AceHrdwr	Goods	1,245.68
Adecco	Services	1,392.00
Airgas	Goods	1,366.33
AllOutFireExt	Goods	55.00
Alsco	Services	2,177.68
AMBI	Services	108.38
AmrTech	Goods	500.00
AmrcnTitle	Goods	125.00
AmrcnTrfc	Services	1,451.25
Amrgs	Goods	686.98
ARCoF NC	Services	2,916.69
AT&T	Services	400.40
Atlas	Goods	4,169.74
BRoberts	Reimb	150.00

BigBrosBigSis	Services	8,179.17
BlkHillsEnrgy	Utilities	5,145.11
BlkmnPrpn	Goods	64.05
BobcatOfCspr	Services	799.43
Boys&GirlsClub	Services	454.72
BushWellsSprtng	Goods	1,726.75
CFoster	Reimb	240.28
CptlBusnsSystem	Services	52.00
CsprCollege	Services	390.00
CsprStrTrb	Services	3,298.06
CsprTire	Services	3,718.00
CsprWndw&Door	Services	1,045.72
CntryLnk	Utilities	34,540.32
ChildDvlpmnt	Services	5,312.50
CtyCspr	Services	111,067.84
CMITeco	Services	12,305.02
CoastlChmcl	Goods	300.79
CommTech	Services	184.95
Cnvrngn	Goods	46,350.00
Core&Main	Goods	9,738.00
CPSDstrbtrs	Goods	3,450.40
CPU	Goods	1,405.00
DJordan	Reimb	23.94
DBeeson	Reimb	138.99
DLodenConst	Goods	500.00
DckrAuto	Goods	578.30
Dell	Goods	380.08
DnnsSup	Goods	567.36
DsrtMtn	Goods	22,774.54
DiamndVglPaints	Goods	52.70
E&FTowng	Services	870.00
EatonSls&Svc	Services	1,134.75
EdgeEng	Services	3,046.00
EnrgyLabs	Services	1,521.00
ExpSvcs	Services	1,012.80
FrgsnEnt	Goods	1,768.41
1stDataMrchnt	Services	39.90
FIB	Goods	508.48
FrmntMtr	Services	995.57
GCBldgSply	Services	3,002.01
Galls	Goods	2,265.29
GeosyntcCnsltnts	Services	4,271.30
GloblSpectrm	Services	77,660.09
GldrAssoc	Services	958.18
Grngr	Goods	249.43

GnrMotr	Goods	61.45
HDREngnrng	Services	8,525.00
HrcIsInd	Goods	1,032.39
HolInd&Hart	Services	1,827.50
Homax	Goods	24,331.61
HydroOptmztn	Services	4,421.50
IndstrlScrn	Goods	692.28
Instltn&Svc	Services	54,522.40
IntrfaithOfNC	Services	37,583.42
ITCElctrcl	Services	1,899.51
Itron	Services	5,793.56
JRenville	Reimb	148.00
JacksTrck&Trlr	Services	12,340.86
JacobsEng	Services	600.00
JKCEng	Services	1,435.00
KnfRvr	Services	4,655.55
KubwtrRes	Goods	6,138.75
LMedoff	Services	700.00
LawsnProd	Services	900.00
LUMStudio	Services	6,058.71
MParker	Reimb	31.46
MSanchez	Reimb	150.00
MCCI	Services	10,522.05
MercrHouse	Services	8,001.32
MichaelsFnce	Goods	11.74
MLAuto	Services	390.00
MonsnJntrlSrv	Services	5,359.15
Moore&Assoc	Services	6,488.17
MtnStLitho	Services	1,492.44
MuniCode	Goods	900.00
Napa	Goods	114,547.66
NtnlSctyPrfsnlEngnrs	Dues	1,461.08
NCSO	Services	67,361.28
Nlson/NygrdConsult	Services	1,313.05
Norco	Goods	384.66
NPT	Services	2,013.60
NWstContr	Goods	1,078.25
NVACsprVet	Services	105.12
OlsnAutobdy	Services	2,919.41
OneCall	Services	729.00
PeakGeosltns	Services	12,440.79
Pedens	Goods	1,313.00
PepprTnk&Cntrectrs	Services	1,040.00
Pepsi	Services	1,453.12
PstlPros	Services	14,240.12

PrfsnlCIng	Services	1,395.00
QultyOffcSltns	Goods	390.85
RTasler	Reimb	137.69
RGurney	Reimb	150.00
RLadd	Reimb	170.03
ReedsAuto	Services	100.12
RckyMtnAirSltns	Goods	960.20
RckyMtnPwr	Utilities	132,238.89
RodlphBros	Services	791.00
RootrSwr	Services	2,727.86
SDunnuck	Reimb	121.80
SlfHelpCntr	Services	13,748.75
SheetMetlSpec	Goods	431.90
ShrwnWlms	Goods	644.60
SmthPsych	Services	6,006.48
SolsbryHill	Goods	69.53
SpareLabs	Services	2,250.00
StrlngInfosystms	Services	736.64
SummitFire	Dues	386.76
SWI	Services	4,972.44
TGilbert	Reimb	477.76
TBuckallew	Reimb	150.00
TooleDsgn	Services	20,751.06
TopOffc	Goods	151.88
TriStOilReclm	Services	1,242.00
UrgntCareOfCspr	Services	448.00
VrznWrIs	Services	2,845.32
VRC	Services	55.13
Wamco	Services	380.00
WtrTech	Goods	1,421.00
WstPlainsEngnrng	Services	1,325.00
WstrnCoop	Services	1,685.00
WstrnWtrConsult	Services	46,437.99
WstrnWyoLock	Goods	98.50
WLCEngnrng	Services	40,155.53
WyDOT	Services	13.09
WyoRents	Services	350.00
WyoLowVltge	Goods	2,700.00
WyoPwrWash	Goods	950.00
WyoSteel&Rcyclng	Goods	1,550.00
XylmWtrSoltns	Services	3,165.10
ZonrSystms	Services	110.32
Total		1,371,177.18

6. COMMUNICATIONS FROM PERSONS PRESENT

Individuals addressing the Council were: Joe Arnold, 1869 Hy Avenue, expressed concerns about the lounge that is being developed in his neighborhood and questioned whether the project was done per city code, especially in regards to public notification; and Clair Moynihan, 1644 Fetterman, asked the council to add a “tree suckers” provision to the city’s nuisance code, which currently regulates weeds and tall grass.

7. ESTABLISH PUBLIC HEARING

Moved by Councilmember Knell, seconded by Councilmember Cathey, to, by minute action: establish November 16, 2021, as the public hearing date for the consideration of new Restaurant Liquor License No. 21 for Whelan Catering, Inc., d/b/a House of Sushi, located at 260 South Center. Councilmember Pollock abstained. Motion passed.

8.A PUBLIC HEARING—ANNEXATION

Mayor Freel opened the public hearing to consider if the annexation of Tract 31, Dowler No. 3 Subdivision complies with W.S. 15-1-402.

City Attorney Henley entered four (4) exhibits: correspondence from Liz Becher to J. Carter Napier, dated October 20, 2021; an affidavit of publication, as published in the Casper-Star Tribune, dated September 10, 2021; an affidavit of publication, as published in the Casper-Star Tribune, dated October 11, 2021; and the Tract 31, Dowler No. 3 Subdivision annexation report. City Manager Napier provided a brief report.

Speaking in support was Shawn Gustafson, ECS Engineers.

There being no others to speak for or against the issues involving Tract 31, Dowler No. 3 Subdivision, the public hearing was closed.

Following resolution read:

RESOLUTION NO. 21-153
A RESOLUTION FINDING FACTS PURSUANT TO
WYOMING STATUTE 15-1-402 REGARDING THE
ANNEXATION OF TRACT 31, DOWLER NO. 3
SUBDIVISION.

Councilmember Knell presented the foregoing resolution for adoption. Seconded by Councilmember Pollock. Motion passed.

Following ordinance read:

ORDINANCE NO. 30-21
AN ORDINANCE APPROVING THE ANNEXATION AND THE
ANNEXATION AGREEMENT FOR TRACT 31, DOWLER NO.
3 SUBDIVISION; AND ZONING SAID PARCEL M-1 (LIMITED
INDUSTRIAL)

WHEREAS, Brusaw Mechanical Company, LLC, has applied to annex Tract 31, Dowler No. 3 Subdivision, located at 5051 Link Drive; and,

WHEREAS, the applicant has applied for M-1 (Limited Industrial) zoning; and,

WHEREAS, a petition requesting annexation has been signed by a majority of the landowners owning a majority of the area sought to be annexed, excluding public streets and alleys and tax exempt property, and said petition has been submitted to the City of Casper for approval pursuant to Section 15-1-403 of the Wyoming State Statutes, as amended; and,

WHEREAS, an annexation report will be completed prior to final approval of the annexation, in accordance with Section 15-1-402 of the Wyoming State Statutes, as amended; and,

WHEREAS, the City of Casper Planning and Zoning Commission recommended that the Council approve the annexation and the zoning following a public hearing on August 19, 2021.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING:

SECTION 1:

The annexation of Tract 31, Dowler No. 3 Subdivision is hereby approved, said Tract is included within the corporate limits of the City of Casper and all rights, privileges, and duties pertaining to such inclusion shall apply to said development and the inhabitants thereof.

SECTION 2:

The Annexation Agreement between the City of Casper and Brusaw Mechanical Company, LLC, is hereby approved, and the Mayor is hereby authorized, and directed to execute, and the City Clerk to attest, said Agreement.

SECTION 3:

Tract 31, Dowler No. 3 Subdivision is hereby zoned M-1 (Limited Industrial).

SECTION 4:

All utility franchises shall be furnished a copy of this ordinance, and other information required by the franchises, as official notice of the expansion of the City limits.

SECTION 5:

This ordinance shall, pursuant to W. S. § 15-1-408, be in full force and effect on the 21st business day following third reading approval by the City Council, and following publication.

PASSED on 1st reading the 21st day of September, 2021.

PASSED on 2nd reading the 5th day of October, 2021.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the 2nd day of November, 2021.

Vice Mayor Pacheco presented the foregoing ordinance for adoption, on third reading. Seconded by Councilmember Knell. Motion passed.

8.B.1 PUBLIC HEARING - MINUTE ACTION

Councilmembers Pollock and Gamroth recused themselves and left the room. Mayor Freel opened the public hearing for the consideration of the transfer of ownership for Retail Liquor License No. 5 Travis Taylor d/b/a Cocktail's located at 138 South Kimball Street to 307 Horse Racing, Inc., d/b/a 307 Horse Racing, located at 138 South Kimball Street. Councilmembers Pollock and Gamroth recused themselves and left the room.

City Attorney Henley entered four (4) exhibits: correspondence from Fleur Tremel, to J. Carter Napier, dated October 7, 2021; an affidavit of publication, as published in the Casper-Star Tribune, dated October 25, 2021; an affidavit of website publication, as published on the City of Casper website, dated October 13, 2021; and the liquor license application filed September 28, 2021. City Manager Napier provided a brief report.

Speaking in support was Kyle Ridgeway, Chief Operating Officer for 307 Horse Racing. Mr. Ridgeway told the council that the previously stated plan of renovating the Commissary Mall building might not come to fruition, and as such, it is possible that his company might seek to move the license to another location.

Councilmember Knell asked if a timeline could be put on getting this license into operational status. Mr. Ridgeway said that he was hopeful of having a lease very soon. He noted that he recently purchased \$3,000,000 for historic horseracing machines, and he's eager to get those machines situated and operational in the very near future. As such, he'd like to be operational sooner than a renovation of the Commissary Mall property might otherwise allow.

Councilmember Cathey suggested that the license renewal period might be an effective time to reconsider the issues around this license, and in general, it might be an appropriate time to review their progress toward becoming operational.

Councilmember Engebretsen asked about the process involved with transferring licenses, and City Attorney Henley clarified that the owners need the permission of the City to transfer a license and they have a year to become operational. He also said that renewal time may be a good point to ask questions if the license is not yet operational.

Mayor Freel asked if a business has a full year from issuance (rather than the liquor licensing timeframe). Mr. Henley indicated that is correct.

No one chose to speak against the transfer.

There being no others to speak for or against the issues involving Retail Liquor License No. 5, the public hearing was closed.

Moved by Councilmember Knell, seconded by Councilmember Cathey, to, by minute action, authorize the transfer of ownership of Retail Liquor License No. 5. Councilmembers Gamroth and Pollock, having recused themselves abstained from voting. Motion passed.

Councilmember Gamroth rejoined the meeting.

8.B.2 PUBLIC HEARING - MINUTE ACTION

Mayor Freel opened the public hearing for the consideration of the issuance of new Microbrewery Liquor License No. 8, for The Black Tooth Brewing Company, LLC, d/b/a Black Tooth Brewing Company, located at 322 South David Street Suite A.

City Attorney Henley entered four (4) exhibits: correspondence from Fleur Tremel, to J. Carter Napier, dated October 13, 2021; an affidavit of publication, as published in the Casper-Star Tribune, dated October 25, 2021; an affidavit of website publication, as published on the City of Casper website, dated October 13, 2021; and the liquor license application filed October 4, 2021. City Manager Napier provided a brief report.

There being no one to speak for or against the issues involving Microbrewery Liquor License No. 8, the public hearing was closed.

Moved by Vice Mayor Pacheco, seconded by Councilmember Engebretsen, to, by minute action, authorize the issuance of Microbrewery Liquor License No. 8. Councilmember Pollock, having recused herself, abstained from voting. Motion passed.

Councilmember Pollock rejoined the meeting.

9. CONSENT RESOLUTIONS

The following resolutions were considered, by consent agenda:

RESOLUTION NO. 21-154

A RESOLUTION TO SUPPORT THE ESTABLISHMENT OF A FILM OFFICE WITHIN THE VISIT CASPER ORGANIZATION TO FACILITATE THE PRODUCTION OF MOVIES, DOCUMENTARIES, TELEVISION PROGRAMS, COMMERCIALS, AND OTHER VISUAL MEDIA WITHIN NATRONA COUNTY.

RESOLUTION NO. 21-155

A RESOLUTION AUTHORIZING SPECIAL CONSTRUCTION PORPOSALS WITH CENTURY LINK FOR CONVERSION OF OVERHEAD COMMUNICATION TO UNDERGROUND AS PART OF THE MIDWEST AVENUE RECONSTRUCTION PROJECT.

RESOLUTION NO. 21-156

A RESOLUTION AUTHORIZING AN AGREEMENT WITH WORLDWIDE INDUSTRIES CORP, FOR THE 2022 CPU TANK PAINTING PROJECT NO. 21-044.

RESOLUTION NO. 21-157

A RESOLUTION AUTHORIZING A COOPERATIVE AGREEMENT WITH THE WYOMING DEPARTMENT OF TRANSPORTATION FOR THE INTERSTATE 25 CASPER MARGINAL PROJECT.

RESOLUTION NO. 21-158

A RESOLUTION AUTHORIZING A GENERAL SERVICE CONTRACT WITH ROCKY MOUNTAIN POWER FOR A NEW POWER SERVICE AS PART OF THE POPLAR AND IST STREET INTERSECTION IMPROVEMENTS PROJECT.

RESOLUTION NO. 21-159

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH CIVIL ENGINEERING PROFESSIONALS, INC., FOR DESIGN SERVICES FOR THE INTERSTATE 25 & CASPER MARGINAL COMBINED

BEAUTIFICATION PROJECT — POPLAR TO EAST
YELLOWSTONE, NO. 21-027.

Councilmember Pollock presented the foregoing six (6) resolutions for adoption. Seconded by Councilmember Gamroth. Motion passed.

10. MINUTE ACTION— CONSENT

Moved by Councilmember Engebretsen, seconded by Councilmember Gamroth, to, by consent minute action:

- a) authorize the purchase of one (1) utility golf cart, from Colorado Golf & Turf, Inc, in the total amount of \$10,827.96;
- b) authorize the purchase of three (3) new three-quarter-ton pickup trucks, from Fremont Motors, in the total amount of \$110,271, before trades; and,
- c) authorize Mayor Freel's appointments of Councilmembers Gamroth and Quest to the Council's Boards and Commissions listed.

Motion passed.

11. INTRODUCTION OF MEASURES AND PROPOSALS

Councilmembers thanked staff for their efforts to address employee mental health issues, expressed support for moving forward with solutions, and acknowledged the importance of addressing the problem.

Councilmember Engebretsen asked about limitations on horseracing establishments. Mr. Napier said that he would work with staff to develop a report.

Councilmember Gamroth noted that a constituent had suggested that having a sidewalk snow removal ordinance might be a good idea, and he said that it was an idea worthy of further consideration.

12. ADJOURNMENT

Mayor Freel noted the next meetings of the City Council will be a work session to be held at 4:30 p.m., Tuesday, November 9, 2021, in the Council Chambers; and, a regular Council meeting to be held at 6:00 p.m., Tuesday, November 16, 2021, in the Council Chambers. Moved by Councilmember Cathey, seconded by Councilmember Gamroth, to, by minute action adjourn. Motion passed. The meeting was adjourned at 7:01 p.m.

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Steven K. Freel
Mayor

COUNCIL PROCEEDINGS - SPECIAL MEETING
Casper City Hall – Council Chambers
November 9, 2021

1. ROLL CALL

Casper City Council met in special session at 6:41 p.m., Tuesday, November 9, 2021. Present: Councilmembers Cathey, Engebretsen, Gamroth, Johnson, Knell, Pacheco, Pollock, Quest and Mayor Freel.

2. ADJOURN INTO EXECUTIVE SESSION

At 6:42 p.m., it was moved by Councilmember Knell, seconded by Councilmember Pollock, to adjourn into executive session to discuss property and personnel. Motion passed.

Mayor Freel left the meeting after the property agenda item. Vice Mayor Pacheco took control of the meeting for the rest of the proceedings.

At 7:32 p.m., it was moved by Councilmember Cathey, seconded by Councilmember Pollock, to adjourn the executive session. Motion passed. Council opened the meeting to the public.

4. ADJOURNMENT

Moved by Councilmember Cathey, seconded by Councilmember Pollock, to, by minute action adjourn the special meeting. Motion passed. The meeting was adjourned at 7:32 p.m.

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Steven K. Freel
Mayor

City of Casper - Bills and Claims for November 16, 2021

307 COLLISION

307 COLLISION	Fleet Maintenance Fund	Vehicle auto body repair	\$8,838.24
<i>307 COLLISION - Total For Fleet Maintenance Fund</i>			<i>\$8,838.24</i>
307 COLLISION - ALL DEPARTMENTS			\$8,838.24

6H GROUP LLC

6H GROUP LLC	Metro Animal Shelter	Dog & cat food	\$384.10
6H GROUP LLC	Metro Animal Shelter	Dog & cat food	\$306.40
<i>6H GROUP LLC - Total For Metro Animal Shelter</i>			<i>\$690.50</i>
6H GROUP LLC	Police Canine Operations	Dog food	\$178.00
<i>6H GROUP LLC - Total For Police Canine Operations</i>			<i>\$178.00</i>
6H GROUP LLC - ALL DEPARTMENTS			\$868.50

71 CONSTRUCTION, INC

71 CONSTRUCTION, INC	Capital Projects Fund	Partial retainage release - contract #2030046	\$31,260.83
71 CONSTRUCTION, INC	Capital Projects Fund	Midwest Elm to Walnut Construc	\$328,510.81
<i>71 CONSTRUCTION, INC - Total For Capital Projects Fund</i>			<i>\$359,771.64</i>
71 CONSTRUCTION, INC	Water Distribution	Top soil	\$174.30
<i>71 CONSTRUCTION, INC - Total For Water Distribution</i>			<i>\$174.30</i>
71 CONSTRUCTION, INC - ALL DEPARTMENTS			\$359,945.94

A.M.B.I. & SHIPPING,

A.M.B.I. & SHIPPING,	Balefill - Disposal & Landfill	Mailing / postage service	\$0.64
<i>A.M.B.I. & SHIPPING, - Total For Balefill - Disposal & Landfill</i>			<i>\$0.64</i>
A.M.B.I. & SHIPPING,	City Attorney	Mailing / postage service	\$34.58
<i>A.M.B.I. & SHIPPING, - Total For City Attorney</i>			<i>\$34.58</i>
A.M.B.I. & SHIPPING,	City Clerk	BUSINESS SERVICES NOT ELSEWHERE CLASSI	\$157.55
<i>A.M.B.I. & SHIPPING, - Total For City Clerk</i>			<i>\$157.55</i>
A.M.B.I. & SHIPPING,	Customer Service	Mailing / postage service	\$401.62
<i>A.M.B.I. & SHIPPING, - Total For Customer Service</i>			<i>\$401.62</i>
A.M.B.I. & SHIPPING,	Human Resources	Mailing / postage service	\$34.78

<i>A.M.B.I. & SHIPPING, - Total For Human Resources</i>			\$34.78
A.M.B.I. & SHIPPING,	Police Records	Mailing / postage service	\$326.36
<i>A.M.B.I. & SHIPPING, - Total For Police Records</i>			\$326.36
A.M.B.I. & SHIPPING,	Rec Center - Admin	Postage / mailing service	\$8.54
A.M.B.I. & SHIPPING,	Rec Center - Admin	AMBI Mail and Shipping	\$48.25
<i>A.M.B.I. & SHIPPING, - Total For Rec Center - Admin</i>			\$56.79
A.M.B.I. & SHIPPING,	Refuse - Residential	Mailing / postage service	\$26.10
<i>A.M.B.I. & SHIPPING, - Total For Refuse - Residential</i>			\$26.10
A.M.B.I. & SHIPPING,	Risk Management	Mailing / postage service	\$4.48
<i>A.M.B.I. & SHIPPING, - Total For Risk Management</i>			\$4.48
A.M.B.I. & SHIPPING,	Traffic Control	Postage for 2nd & Conwell speed sign repair	\$77.97
<i>A.M.B.I. & SHIPPING, - Total For Traffic Control</i>			\$77.97
A.M.B.I. & SHIPPING,	WWTP Operations	Shipping	\$171.92
<i>A.M.B.I. & SHIPPING, - Total For WWTP Operations</i>			\$171.92
A.M.B.I. & SHIPPING, - ALL DEPARTMENTS			\$1,292.79

ADECCO USA, INC.

ADECCO USA, INC.	Balefill - Baler Processing	Contract labor	\$696.00
ADECCO USA, INC.	Balefill - Baler Processing	Contract labor	\$696.00
ADECCO USA, INC.	Balefill - Baler Processing	Contract labor	\$661.20
<i>ADECCO USA, INC. - Total For Balefill - Baler Processing</i>			\$2,053.20
ADECCO USA, INC. - ALL DEPARTMENTS			\$2,053.20

ADVANCE TIRE,

ADVANCE TIRE,	Balefill - Baler Processing	BALER PIT LOADER CUTTING EDGES	\$1,864.00
ADVANCE TIRE,	Balefill - Baler Processing	FREIGHT TO RECEIVE BALER CUTTING EDGES	\$201.68
<i>ADVANCE TIRE, - Total For Balefill - Baler Processing</i>			\$2,065.68
ADVANCE TIRE, - ALL DEPARTMENTS			\$2,065.68

AFFORDABLE FUNERAL S

AFFORDABLE FUNERAL S	Cemetery	Lowering device, mobile stand/carrier & dra	\$6,000.00
AFFORDABLE FUNERAL S	Cemetery	Lowering device, mobile stand/carrier & dra	\$476.84
<i>AFFORDABLE FUNERAL S - Total For Cemetery</i>			\$6,476.84

AFFORDABLE FUNERAL S - ALL DEPARTMENTS

\$6,476.84

AHERN RENTALS INC

AHERN RENTALS INC	Balefill - Baler Processing	Equipment repair	\$197.90
<i>AHERN RENTALS INC - Total For Balefill - Baler Processing</i>			<i>\$197.90</i>
AHERN RENTALS INC	Balefill - Disposal & Landfill	Equipment repair	\$197.90
<i>AHERN RENTALS INC - Total For Balefill - Disposal & Landfill</i>			<i>\$197.90</i>
AHERN RENTALS INC	Capital Projects Fund	Forklift rental	\$623.65
<i>AHERN RENTALS INC - Total For Capital Projects Fund</i>			<i>\$623.65</i>
AHERN RENTALS INC	Refuse - Commercial	Equipment repair	\$197.90
AHERN RENTALS INC	Refuse - Commercial	Equipment repair	\$407.60
<i>AHERN RENTALS INC - Total For Refuse - Commercial</i>			<i>\$605.50</i>
AHERN RENTALS INC	Refuse - Residential	Equipment repair	\$197.90
<i>AHERN RENTALS INC - Total For Refuse - Residential</i>			<i>\$197.90</i>
AHERN RENTALS INC - ALL DEPARTMENTS			\$1,822.85

AIR INNOVATIONS

AIR INNOVATIONS	Balefill - Baler Processing	Furnace check / filter change	\$400.00
<i>AIR INNOVATIONS - Total For Balefill - Baler Processing</i>			<i>\$400.00</i>
AIR INNOVATIONS - ALL DEPARTMENTS			\$400.00

AIRGAS USA LLC

AIRGAS USA LLC	Balefill - Disposal & Landfill	Safety supplies	\$56.16
<i>AIRGAS USA LLC - Total For Balefill - Disposal & Landfill</i>			<i>\$56.16</i>
AIRGAS USA LLC	Balefill - Diversion & Special	Safety supplies	\$396.32
<i>AIRGAS USA LLC - Total For Balefill - Diversion & Special</i>			<i>\$396.32</i>
AIRGAS USA LLC	Refuse - Residential	Safety supplies - gloves	\$126.24
<i>AIRGAS USA LLC - Total For Refuse - Residential</i>			<i>\$126.24</i>
AIRGAS USA LLC - ALL DEPARTMENTS			\$578.72

AIRGAS USA, LLC

AIRGAS USA, LLC	Buildings & Structures Fund	Supplies for BAS to assist Parks staff with irri	\$71.04
<i>AIRGAS USA, LLC - Total For Buildings & Structures Fund</i>			<i>\$71.04</i>

AIRGAS USA, LLC - ALL DEPARTMENTS

\$71.04

ALBERTSONS #0060

ALBERTSONS #0060	Fire-EMS Operations	Bottle water and ice	\$42.28
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<i>ALBERTSONS #0060 - Total For Fire-EMS Operations</i>			<i>\$42.28</i>
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ALBERTSONS #0060 - ALL DEPARTMENTS

\$42.28

ALL CREATURES VETERI

ALL CREATURES VETERI	Metro Animal Shelter	DOCTORS, PHYSICIANS	\$313.44
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<i>ALL CREATURES VETERI - Total For Metro Animal Shelter</i>			<i>\$313.44</i>
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ALL CREATURES VETERI - ALL DEPARTMENTS

\$313.44

ALL-OUT-FIRE EXT

ALL-OUT-FIRE EXT	Refuse - Recycling	Fire extinguisher	\$80.00
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<i>ALL-OUT-FIRE EXT - Total For Refuse - Recycling</i>			<i>\$80.00</i>
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ALL-OUT-FIRE EXT - ALL DEPARTMENTS

\$80.00

ALSCO

ALSCO	Balefill - Disposal & Landfill	Professional Laundry Services	\$103.54
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ALSCO	Balefill - Disposal & Landfill	Professional Laundry Services	\$103.54
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ALSCO	Balefill - Disposal & Landfill	Professional Laundry Services	\$189.22
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ALSCO	Balefill - Disposal & Landfill	Professional Laundry Services	\$55.98
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ALSCO	Balefill - Disposal & Landfill	Professional Laundry Services	\$55.98
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ALSCO	Balefill - Disposal & Landfill	Professional Laundry Services	\$55.98
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<i>ALSCO - Total For Balefill - Disposal & Landfill</i>			<i>\$564.24</i>
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ALSCO	Fleet Maintenance Fund	Laundry service	\$172.54
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ALSCO	Fleet Maintenance Fund	Laundry service	\$129.79
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<i>ALSCO - Total For Fleet Maintenance Fund</i>			<i>\$302.33</i>
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ALSCO	Refuse - Residential	Professional Laundry Services	\$85.68
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ALSCO	Refuse - Residential	Professional Laundry Services	\$209.90
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<i>ALSCO - Total For Refuse - Residential</i>			<i>\$295.58</i>
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ALSCO	Regional Water Operations	Professional Laundry Services	\$73.72
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<i>ALSCO - Total For Regional Water Operations</i>			<i>\$73.72</i>
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ALSCO	Sewer Wastewater Collection	Professional Laundry Services	\$59.46
ALSCO	Sewer Wastewater Collection	Professional Laundry Services	\$59.46
ALSCO	Sewer Wastewater Collection	Professional Laundry Services	\$59.46
ALSCO	Sewer Wastewater Collection	Professional Laundry Services	\$59.46
<i>ALSCO - Total For Sewer Wastewater Collection</i>			<i>\$237.84</i>
ALSCO	Streets	Professional Laundry Services	\$133.40
<i>ALSCO - Total For Streets</i>			<i>\$133.40</i>
ALSCO	WWTP Operations	Professional Laundry Services	\$150.92
ALSCO	WWTP Operations	Professional Laundry Services	\$142.76
ALSCO	WWTP Operations	Professional Laundry Services	\$142.76
<i>ALSCO - Total For WWTP Operations</i>			<i>\$436.44</i>
ALSCO - ALL DEPARTMENTS			\$2,043.55

ALTITUDE VETERINARY

ALTITUDE VETERINARY	Metro Animal Shelter	VETERINARY SERVICES	\$552.64
<i>ALTITUDE VETERINARY - Total For Metro Animal Shelter</i>			<i>\$552.64</i>
ALTITUDE VETERINARY - ALL DEPARTMENTS			\$552.64

AMAZON.COM 1B7T61W83

AMAZON.COM 1B7T61W83	Ice Arena - Classes	ICE MARKERS FOR SKATING LESSONS	\$25.44
<i>AMAZON.COM 1B7T61W83 - Total For Ice Arena - Classes</i>			<i>\$25.44</i>
AMAZON.COM 1B7T61W83 - ALL DEPARTMENTS			\$25.44

AMAZON.COM 2Y4NL2142

AMAZON.COM 2Y4NL2142	Police Administration	BOOK STORES	\$204.96
<i>AMAZON.COM 2Y4NL2142 - Total For Police Administration</i>			<i>\$204.96</i>
AMAZON.COM 2Y4NL2142 - ALL DEPARTMENTS			\$204.96

AMERICAN FLAGPOLE

AMERICAN FLAGPOLE	Buildings & Structures Fund	Replacement flags for City Hall	\$249.75
<i>AMERICAN FLAGPOLE - Total For Buildings & Structures Fund</i>			<i>\$249.75</i>
AMERICAN FLAGPOLE - ALL DEPARTMENTS			\$249.75

AMERIGAS - CASPER

AMERIGAS - CASPER	Balefill - Baler Processing	Propane	\$455.11
AMERIGAS - CASPER	Balefill - Baler Processing	Propane	\$211.84

<i>AMERIGAS - CASPER - Total For Balefill - Baler Processing</i>			\$666.95
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AMERIGAS - CASPER - ALL DEPARTMENTS			\$666.95
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AMERI-TECH EQUIPMENT

AMERI-TECH EQUIPMENT	Fleet Maintenance Fund	Vehicle repair	\$2,724.79
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<i>AMERI-TECH EQUIPMENT - Total For Fleet Maintenance Fund</i>			\$2,724.79
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AMERI-TECH EQUIPMENT - ALL DEPARTMENTS			\$2,724.79
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AMZN Mktp US

AMZN Mktp US	Aquatics - Operations	Spoons for Pool Test	\$27.96
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AMZN Mktp US	Aquatics - Operations	Pool Test Supplies	\$56.00
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<i>AMZN Mktp US - Total For Aquatics - Operations</i>			\$83.96
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AMZN Mktp US	Balefill - Disposal & Landfill	KEY LOCK BOX LDF	\$31.49
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AMZN Mktp US	Balefill - Disposal & Landfill	MOTOROLA CHARGERS	\$359.70
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AMZN Mktp US	Balefill - Disposal & Landfill	6 CHARGERS FOR LDF	\$182.22
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AMZN Mktp US	Balefill - Disposal & Landfill	RECHARGABLE BATTERIES FOR MOTOROLA R	\$467.40
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AMZN Mktp US	Balefill - Disposal & Landfill	DISPOSABLE FOOD STORAGE CONTAINERS	\$25.94
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AMZN Mktp US	Balefill - Disposal & Landfill	TOOL BELT AND TOOLS	\$36.98
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<i>AMZN Mktp US - Total For Balefill - Disposal & Landfill</i>			\$1,103.73
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AMZN Mktp US	Code Enforcement	BOOK STORES - Door Chime for entrance	\$36.74
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<i>AMZN Mktp US - Total For Code Enforcement</i>			\$36.74
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AMZN Mktp US	Parks - Parks Maint.	Replace 2 speakers at Conwell park	\$398.00
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<i>AMZN Mktp US - Total For Parks - Parks Maint.</i>			\$398.00
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AMZN Mktp US	Police Traffic Enforcement	BOOK STORES	\$33.59
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<i>AMZN Mktp US - Total For Police Traffic Enforcement</i>			\$33.59
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AMZN Mktp US	Rec Center - Admin	Chrissy Computer Speaker	\$24.97
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AMZN Mktp US	Rec Center - Admin	Phil Phone Charger and Lap Top Bag	\$20.00
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AMZN Mktp US	Rec Center - Admin	Phil Phone Charger and Lap Top Bag	\$13.99
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<i>AMZN Mktp US - Total For Rec Center - Admin</i>			\$58.96
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AMZN Mktp US	Rec Center - Operations	Supplies for Front Desk	\$26.98
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AMZN Mktp US	Rec Center - Operations	CRC Safety Supplies(glasses, eye wash, hard	\$216.17
<i>AMZN Mktp US - Total For Rec Center - Operations</i>			<i>\$243.15</i>
AMZN Mktp US - ALL DEPARTMENTS			\$1,958.13

APPLE COMPUTER, INC.

APPLE COMPUTER, INC.	Fire-EMS Administration	Cloud Storage	\$0.99
<i>APPLE COMPUTER, INC. - Total For Fire-EMS Administration</i>			<i>\$0.99</i>
APPLE COMPUTER, INC. - ALL DEPARTMENTS			\$0.99

APPLEBEES AKER211102

APPLEBEES AKER211102	Special Fire Assistance Fund	Dinner 9/22/21 while working KNP Complex	\$14.96
APPLEBEES AKER211102	Special Fire Assistance Fund	Dinner 9/27/21 while working the KNP Comp	\$24.92
APPLEBEES AKER211102	Special Fire Assistance Fund	Dinner 9/23/21 while working the KNP Comp	\$16.64
APPLEBEES AKER211102	Special Fire Assistance Fund	Dinner 9/24/21 while working the KNP Comp	\$18.70
APPLEBEES AKER211102	Special Fire Assistance Fund	Dinner 9/20/21 while working the KNP Comp	\$17.45
APPLEBEES AKER211102	Special Fire Assistance Fund	Dinner 9/19/21 while working the KNP Comp	\$14.96
APPLEBEES AKER211102	Special Fire Assistance Fund	Dinner 9/21/21 while working the KNP Comp	\$21.18
APPLEBEES AKER211102	Special Fire Assistance Fund	Dinner 9/25/21 while working the KNP Comp	\$15.28
APPLEBEES AKER211102	Special Fire Assistance Fund	Dinner 9/26/21 while working the KNP Comp	\$14.96
APPLEBEES AKER211102	Special Fire Assistance Fund	Dinner 9/17/21 while working the KNP Comp	\$18.01
APPLEBEES AKER211102	Special Fire Assistance Fund	Dinner 9/18/21 while working the KNP Comp	\$26.26
APPLEBEES AKER211102	Special Fire Assistance Fund	Dinner 9/28/21 while working on the KNP Co	\$19.66
APPLEBEES AKER211102	Special Fire Assistance Fund	Dinner 9/30/21 while working the KNP Comp	\$24.80
<i>APPLEBEES AKER211102 - Total For Special Fire Assistance Fund</i>			<i>\$247.78</i>
APPLEBEES AKER211102 - ALL DEPARTMENTS			\$247.78

ARCADIA PUBLISHING

ARCADIA PUBLISHING	General Fund Revenue	Books for resale in museum store	\$498.98
<i>ARCADIA PUBLISHING - Total For General Fund Revenue</i>			<i>\$498.98</i>
ARCADIA PUBLISHING - ALL DEPARTMENTS			\$498.98

ARROWHEAD HEATING &

ARROWHEAD HEATING &	Balefill - Disposal & Landfill	October 2021 filter change	\$180.00
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ARROWHEAD HEATING &	Balefill - Disposal & Landfill	Filter change	\$97.67
<i>ARROWHEAD HEATING & - Total For Balefill - Disposal & Landfill</i>			<i>\$277.67</i>
ARROWHEAD HEATING & - ALL DEPARTMENTS			\$277.67

AT & T CORP

AT & T CORP	Code Enforcement	Acct #287298906028	\$497.86
<i>AT & T CORP - Total For Code Enforcement</i>			<i>\$497.86</i>
AT & T CORP	Fire-EMS Administration	Acct #287292151247	\$532.01
<i>AT & T CORP - Total For Fire-EMS Administration</i>			<i>\$532.01</i>
AT & T CORP	Sewer Wastewater Collection	Acct #287295228508	\$160.16
<i>AT & T CORP - Total For Sewer Wastewater Collection</i>			<i>\$160.16</i>
AT & T CORP - ALL DEPARTMENTS			\$1,190.03

AT&T PREMIER EBILL

AT&T PREMIER EBILL	Police Administration	TELECOMMUNICATION SERV.INCLUD. LOCAL	\$9,770.30
<i>AT&T PREMIER EBILL - Total For Police Administration</i>			<i>\$9,770.30</i>
AT&T PREMIER EBILL - ALL DEPARTMENTS			\$9,770.30

ATLANTIC ELECTRIC, I

ATLANTIC ELECTRIC, I	Balefill - Diversion & Special	Welder extension cord	\$319.03
<i>ATLANTIC ELECTRIC, I - Total For Balefill - Diversion & Special</i>			<i>\$319.03</i>
ATLANTIC ELECTRIC, I	General Fund Revenue	Contract Withholding: 21300035	\$1,737.60
<i>ATLANTIC ELECTRIC, I - Total For General Fund Revenue</i>			<i>\$1,737.60</i>
ATLANTIC ELECTRIC, I - ALL DEPARTMENTS			\$2,056.63

ATLAS OFFICE PRODUCT

ATLAS OFFICE PRODUCT	Balefill - Disposal & Landfill	Office supplies	\$84.65
<i>ATLAS OFFICE PRODUCT - Total For Balefill - Disposal & Landfill</i>			<i>\$84.65</i>
ATLAS OFFICE PRODUCT	Balefill - Diversion & Special	Office supplies	\$13.04
ATLAS OFFICE PRODUCT	Balefill - Diversion & Special	Office supplies	\$31.74
ATLAS OFFICE PRODUCT	Balefill - Diversion & Special	Office supplies	\$109.32
<i>ATLAS OFFICE PRODUCT - Total For Balefill - Diversion & Special</i>			<i>\$154.10</i>
ATLAS OFFICE PRODUCT	City Attorney	Office supplies	\$73.98

<i>ATLAS OFFICE PRODUCT - Total For City Attorney</i>			\$73.98
ATLAS OFFICE PRODUCT	Customer Service	TONER CRTDG AND PAPER	\$20.08
ATLAS OFFICE PRODUCT	Customer Service	COFFEE	\$17.23
<i>ATLAS OFFICE PRODUCT - Total For Customer Service</i>			\$37.31
ATLAS OFFICE PRODUCT	Finance	TONER CRTDG AND PAPER	\$341.58
<i>ATLAS OFFICE PRODUCT - Total For Finance</i>			\$341.58
ATLAS OFFICE PRODUCT	Fleet Maintenance Fund	Office supplies	\$20.76
<i>ATLAS OFFICE PRODUCT - Total For Fleet Maintenance Fund</i>			\$20.76
ATLAS OFFICE PRODUCT	Human Resources	1 Desktop white board, 1 box expandable file	\$54.87
ATLAS OFFICE PRODUCT	Human Resources	COFFEE	\$17.24
<i>ATLAS OFFICE PRODUCT - Total For Human Resources</i>			\$72.11
ATLAS OFFICE PRODUCT	Metro Animal Shelter	Office supplies	\$76.99
ATLAS OFFICE PRODUCT	Metro Animal Shelter	Office supplies	\$229.32
<i>ATLAS OFFICE PRODUCT - Total For Metro Animal Shelter</i>			\$306.31
ATLAS OFFICE PRODUCT	Parks - Parks Maint.	New perjury stamp	\$17.44
<i>ATLAS OFFICE PRODUCT - Total For Parks - Parks Maint.</i>			\$17.44
ATLAS OFFICE PRODUCT	Police Administration	Office supplies	\$9.86
ATLAS OFFICE PRODUCT	Police Administration	Office supplies	\$31.64
<i>ATLAS OFFICE PRODUCT - Total For Police Administration</i>			\$41.50
ATLAS OFFICE PRODUCT	Police Patrol	Office supplies	\$7.55
ATLAS OFFICE PRODUCT	Police Patrol	Office supplies	\$34.99
ATLAS OFFICE PRODUCT	Police Patrol	Office supplies	\$26.92
ATLAS OFFICE PRODUCT	Police Patrol	Office supplies	\$24.81
<i>ATLAS OFFICE PRODUCT - Total For Police Patrol</i>			\$94.27
ATLAS OFFICE PRODUCT	Police Records	Office supplies	\$79.02
ATLAS OFFICE PRODUCT	Police Records	Office supplies	\$230.07
<i>ATLAS OFFICE PRODUCT - Total For Police Records</i>			\$309.09
ATLAS OFFICE PRODUCT	Police Traffic Enforcement	Office supplies	\$29.60
<i>ATLAS OFFICE PRODUCT - Total For Police Traffic Enforcement</i>			\$29.60
ATLAS OFFICE PRODUCT	Refuse - Recycling	Office supplies	\$112.40
<i>ATLAS OFFICE PRODUCT - Total For Refuse - Recycling</i>			\$112.40
ATLAS OFFICE PRODUCT	Risk Management	Chair mat for Safety Specialist	\$88.49
<i>ATLAS OFFICE PRODUCT - Total For Risk Management</i>			\$88.49
ATLAS OFFICE PRODUCT	Water Distribution	Office supplies	\$46.75
ATLAS OFFICE PRODUCT	Water Distribution	paper pads	\$54.15
<i>ATLAS OFFICE PRODUCT - Total For Water Distribution</i>			\$100.90

ATLAS OFFICE PRODUCT - ALL DEPARTMENTS

\$1,884.49

ATLAS REPRODUCTION

ATLAS REPRODUCTION	Planning	Printing / laminating service	\$63.00
<i>ATLAS REPRODUCTION - Total For Planning</i>			<i>\$63.00</i>
ATLAS REPRODUCTION	Police Administration	Toner	\$225.99
<i>ATLAS REPRODUCTION - Total For Police Administration</i>			<i>\$225.99</i>
ATLAS REPRODUCTION - ALL DEPARTMENTS			\$288.99

AUTOZONE #1293

AUTOZONE #1293	Regional Water Operations	Vehicle supplies	\$61.18
<i>AUTOZONE #1293 - Total For Regional Water Operations</i>			<i>\$61.18</i>
AUTOZONE #1293 - ALL DEPARTMENTS			\$61.18

BACK SCHOOL OF ATLAN

BACK SCHOOL OF ATLAN	Risk Management	SCHOOLS AND EDUCATIONAL SERVICES NOT	\$435.00
<i>BACK SCHOOL OF ATLAN - Total For Risk Management</i>			<i>\$435.00</i>
BACK SCHOOL OF ATLAN - ALL DEPARTMENTS			\$435.00

BAILEY'S ACE HARDWAR

BAILEY'S ACE HARDWAR	Balefill - Baler Processing	Cooler pump	\$18.99
BAILEY'S ACE HARDWAR	Balefill - Baler Processing	Hex key set, wrench, clamp hose, extension c	\$109.87
<i>BAILEY'S ACE HARDWAR - Total For Balefill - Baler Processing</i>			<i>\$128.86</i>
BAILEY'S ACE HARDWAR	Balefill - Disposal & Landfill	TV surge, indoor fogger, fly paper	\$145.13
BAILEY'S ACE HARDWAR	Balefill - Disposal & Landfill	Batteries, tap measures, stud sensor	\$110.94
<i>BAILEY'S ACE HARDWAR - Total For Balefill - Disposal & Landfill</i>			<i>\$256.07</i>
BAILEY'S ACE HARDWAR	Balefill - Diversion & Special	Batteries	\$11.18
<i>BAILEY'S ACE HARDWAR - Total For Balefill - Diversion & Special</i>			<i>\$11.18</i>
BAILEY'S ACE HARDWAR	Refuse - Residential	Batteries	\$16.77
BAILEY'S ACE HARDWAR	Refuse - Residential	Strap and zip ties	\$22.95
BAILEY'S ACE HARDWAR	Refuse - Residential	Splash goggles	\$25.98
BAILEY'S ACE HARDWAR	Refuse - Residential	Spray paint	\$18.36
<i>BAILEY'S ACE HARDWAR - Total For Refuse - Residential</i>			<i>\$84.06</i>

BAILEY'S ACE HARDWAR - ALL DEPARTMENTS**\$480.17****BAILEYS ACE HDWE**

BAILEYS ACE HDWE	Aquatics - Operations	New Hose for the Aquatic Center	\$74.98
BAILEYS ACE HDWE - Total For Aquatics - Operations			\$74.98
BAILEYS ACE HDWE	Aquatics - Pool	Antifreeze for Winterizing Outdoor Facilities	\$14.00
BAILEYS ACE HDWE	Aquatics - Pool	Antifreeze for Winterization at Outdoor Facili	\$14.00
BAILEYS ACE HDWE - Total For Aquatics - Pool			\$28.00
BAILEYS ACE HDWE	Capital Projects Fund	HVAC Repair supplies for Senior Center	\$16.88
BAILEYS ACE HDWE	Capital Projects Fund	Repair supplies for Parking Garage	\$4.49
BAILEYS ACE HDWE	Capital Projects Fund	HVAC PM Supplies for Senior Center	\$22.07
BAILEYS ACE HDWE - Total For Capital Projects Fund			\$43.44
BAILEYS ACE HDWE	Fire-EMS Operations	Spare key for CH4 Rig	\$69.99
BAILEYS ACE HDWE - Total For Fire-EMS Operations			\$69.99
BAILEYS ACE HDWE	Ice Arena - Operations	Shovel and Gas Can for Snowblower	\$84.98
BAILEYS ACE HDWE - Total For Ice Arena - Operations			\$84.98
BAILEYS ACE HDWE	Parks - Parks Maint.	Paint for bollards on new path to Riverview	\$32.09
BAILEYS ACE HDWE	Parks - Parks Maint.	Paint for bollards on new pathway to Rivervi	\$9.00
BAILEYS ACE HDWE - Total For Parks - Parks Maint.			\$41.09
BAILEYS ACE HDWE	Sewer Wastewater Collection Bushing		\$2.59
BAILEYS ACE HDWE - Total For Sewer Wastewater Collection			\$2.59
BAILEYS ACE HDWE	WWTP Operations	Drain cleaner	\$26.99
BAILEYS ACE HDWE - Total For WWTP Operations			\$26.99
BAILEYS ACE HDWE - ALL DEPARTMENTS			\$372.06

BAILEYS INC

BAILEYS INC	Fire-EMS Operations	2 - 16" Carbide saw chains for T1	\$217.87
<i>BAILEYS INC - Total For Fire-EMS Operations</i>			<i>\$217.87</i>
BAILEYS INC - ALL DEPARTMENTS			\$217.87

BEST BUY

BEST BUY	Fire-EMS Administration	Projector	\$1,499.99
<i>BEST BUY - Total For Fire-EMS Administration</i>			<i>\$1,499.99</i>

BEST BUY	Police Administration	ELECTRONIC SALES	\$31.49
<i>BEST BUY - Total For Police Administration</i>			<i>\$31.49</i>
BEST BUY - ALL DEPARTMENTS			\$1,531.48

BIG HORN TIRE

BIG HORN TIRE	Balefill - Disposal & Landfill	Tire installation	\$690.00
BIG HORN TIRE	Balefill - Disposal & Landfill	Wheel switch & service call	\$300.00
BIG HORN TIRE	Balefill - Disposal & Landfill	FOUR FOAM FILLED LOADER TIRES FOR UNIT	\$23,390.00
<i>BIG HORN TIRE - Total For Balefill - Disposal & Landfill</i>			<i>\$24,380.00</i>
BIG HORN TIRE - ALL DEPARTMENTS			\$24,380.00

BLACK BEAR HAVERSACK

BLACK BEAR HAVERSACK	General Fund Revenue	Items for resale in the gift shop	\$628.16
<i>BLACK BEAR HAVERSACK - Total For General Fund Revenue</i>			<i>\$628.16</i>
BLACK BEAR HAVERSACK - ALL DEPARTMENTS			\$628.16

BLACK HILLS ENERGY

BLACK HILLS ENERGY	Ash Street Building	Acct #4376 8927 11	\$537.41
<i>BLACK HILLS ENERGY - Total For Ash Street Building</i>			<i>\$537.41</i>
BLACK HILLS ENERGY - ALL DEPARTMENTS			\$537.41

BLAKEMAN PROPANE

BLAKEMAN PROPANE	Balefill - Disposal & Landfill	Propane	\$402.33
BLAKEMAN PROPANE	Balefill - Disposal & Landfill	Propane	\$689.47
<i>BLAKEMAN PROPANE - Total For Balefill - Disposal & Landfill</i>			<i>\$1,091.80</i>
BLAKEMAN PROPANE - ALL DEPARTMENTS			\$1,091.80

BLOEDORN LUMBER CO

BLOEDORN LUMBER CO	Buildings & Structures Fund	BAS Shop Supplies	\$17.08
BLOEDORN LUMBER CO	Buildings & Structures Fund	BAS Shop Supplies	\$34.16
BLOEDORN LUMBER CO	Buildings & Structures Fund	BAS Shop Supplies	\$14.39
<i>BLOEDORN LUMBER CO - Total For Buildings & Structures Fund</i>			<i>\$65.63</i>

BLOEDORN LUMBER CO	Parks - Parks Maint.	Concrete anchors for stock in Scott's truck	\$61.99
BLOEDORN LUMBER CO	Parks - Parks Maint.	Mounting hardwar for bench at Morad	\$29.64
<i>BLOEDORN LUMBER CO - Total For Parks - Parks Maint.</i>			<i>\$91.63</i>
BLOEDORN LUMBER CO - ALL DEPARTMENTS			\$157.26

BLUE360 MEDIA LLC

BLUE360 MEDIA LLC	Police Administration	PROFESSIONAL SERVICES NOT ELSEWHERE C	\$2,373.75
<i>BLUE360 MEDIA LLC - Total For Police Administration</i>			<i>\$2,373.75</i>
BLUE360 MEDIA LLC - ALL DEPARTMENTS			\$2,373.75

BRENNTAG PACIFIC, IN

BRENNTAG PACIFIC, IN	Regional Water Operations	CHEMICALS	\$8,782.90
BRENNTAG PACIFIC, IN	Regional Water Operations	Chemicals	\$13,196.60
BRENNTAG PACIFIC, IN	Regional Water Operations	Chemicals	\$13,770.30
<i>BRENNTAG PACIFIC, IN - Total For Regional Water Operations</i>			<i>\$35,749.80</i>
BRENNTAG PACIFIC, IN - ALL DEPARTMENTS			\$35,749.80

CASPER ELECTRIC, INC

CASPER ELECTRIC, INC	Balefill - Diversion & Special	Wire repair	\$480.90
<i>CASPER ELECTRIC, INC - Total For Balefill - Diversion & Special</i>			<i>\$480.90</i>
CASPER ELECTRIC, INC - ALL DEPARTMENTS			\$480.90

CASPER FORD LINCOLN

CASPER FORD LINCOLN	Regional Water Operations	Vehicle supplies	\$64.14
CASPER FORD LINCOLN	Regional Water Operations	Vehicle supplies	\$419.63
CASPER FORD LINCOLN	Regional Water Operations	Vehicle supplies	\$111.22
CASPER FORD LINCOLN	Regional Water Operations	Vehicle supplies	\$335.62
CASPER FORD LINCOLN	Regional Water Operations	Vehicle supplies	\$61.45
<i>CASPER FORD LINCOLN - Total For Regional Water Operations</i>			<i>\$992.06</i>
CASPER FORD LINCOLN - ALL DEPARTMENTS			\$992.06

CASPER NATRONA COUNT

CASPER NATRONA COUNT	Social Community Services	November 2021 Tax Revenues	\$47,916.67
<i>CASPER NATRONA COUNT - Total For Social Community Services</i>			<i>\$47,916.67</i>
CASPER NATRONA COUNT - ALL DEPARTMENTS			\$47,916.67

CASPER SOCCER CLUB

CASPER SOCCER CLUB	Rec Center	Refund - Dakota League & WSA 307 events	\$550.00
<i>CASPER SOCCER CLUB - Total For Rec Center</i>			<i>\$550.00</i>
CASPER SOCCER CLUB - ALL DEPARTMENTS			\$550.00

CASPER STAR TRIBUNE

CASPER STAR TRIBUNE	City Clerk	Retail No. 5 & Microbrewery No. 8 Publicatio	\$183.78
CASPER STAR TRIBUNE	City Clerk	October 5 Council Meeting Minutes Publicati	\$816.00
CASPER STAR TRIBUNE	City Clerk	Oct. 19 Council Meeting Minutes Publication	\$1,737.48
CASPER STAR TRIBUNE	City Clerk	Oct. 12 Special Meeting Minutes Publication	\$111.58
<i>CASPER STAR TRIBUNE - Total For City Clerk</i>			<i>\$2,848.84</i>
CASPER STAR TRIBUNE	City Manager	E-edition newspaper subscription	\$119.00
<i>CASPER STAR TRIBUNE - Total For City Manager</i>			<i>\$119.00</i>
CASPER STAR TRIBUNE - ALL DEPARTMENTS			\$2,967.84

CASPER STAR-TRIBUNE,

CASPER STAR-TRIBUNE,	Capital Projects Fund	Advertising-notice of final payment to contra	\$242.08
CASPER STAR-TRIBUNE,	Capital Projects Fund	Advertising-notice of final payment to contra	\$232.60
CASPER STAR-TRIBUNE,	Capital Projects Fund	Standard advertisement for bid	\$575.00
<i>CASPER STAR-TRIBUNE, - Total For Capital Projects Fund</i>			<i>\$1,049.68</i>
CASPER STAR-TRIBUNE, - ALL DEPARTMENTS			\$1,049.68

CASPER TIN SHOP

CASPER TIN SHOP	Public Safety Communication	Condenser & evaporator installation	\$12,150.00
<i>CASPER TIN SHOP - Total For Public Safety Communications</i>			<i>\$12,150.00</i>
CASPER TIN SHOP - ALL DEPARTMENTS			\$12,150.00

CASPER TIRE

CASPER TIRE	Balefill - Disposal & Landfill	Flat repair	\$135.00
<i>CASPER TIRE - Total For Balefill - Disposal & Landfill</i>			<i>\$135.00</i>
CASPER TIRE	Fleet Maintenance Fund	Tires	\$500.00
CASPER TIRE	Fleet Maintenance Fund	Flat repair	\$20.00
CASPER TIRE	Fleet Maintenance Fund	Tires	\$500.00
CASPER TIRE	Fleet Maintenance Fund	Flat repair	\$20.00
CASPER TIRE	Fleet Maintenance Fund	Flat repair	\$40.00
<i>CASPER TIRE - Total For Fleet Maintenance Fund</i>			<i>\$1,080.00</i>
CASPER TIRE	Refuse - Commercial	Flat repair	\$45.00
<i>CASPER TIRE - Total For Refuse - Commercial</i>			<i>\$45.00</i>
CASPER TIRE	Refuse - Recycling	Flat repair	\$45.00
<i>CASPER TIRE - Total For Refuse - Recycling</i>			<i>\$45.00</i>
CASPER TIRE	Refuse - Residential	Flat repair	\$45.00
<i>CASPER TIRE - Total For Refuse - Residential</i>			<i>\$45.00</i>
CASPER TIRE - ALL DEPARTMENTS			\$1,350.00

CASPER WINNELSON CO

CASPER WINNELSON CO	Buildings & Structures Fund	Plumbing repair supplies for Solid Waste	\$52.94
CASPER WINNELSON CO	Buildings & Structures Fund	BAS Shop Supplies	\$69.18
<i>CASPER WINNELSON CO - Total For Buildings & Structures Fund</i>			<i>\$122.12</i>
CASPER WINNELSON CO	Capital Projects Fund	HVAC Repair supplies for Senior Center	\$76.50
CASPER WINNELSON CO	Capital Projects Fund	Plumbing repair supplies for Senior Center	\$129.94
<i>CASPER WINNELSON CO - Total For Capital Projects Fund</i>			<i>\$206.44</i>
CASPER WINNELSON CO	Parks - Parks Maint.	Parts to hook up the big air compressor at Fo	\$162.82
<i>CASPER WINNELSON CO - Total For Parks - Parks Maint.</i>			<i>\$162.82</i>
CASPER WINNELSON CO	WWTP Operations	Fittings	\$12.97
CASPER WINNELSON CO	WWTP Operations	PLUMBING supplies	\$21.92
CASPER WINNELSON CO	WWTP Operations	PLUMBING supplies	\$116.65
CASPER WINNELSON CO	WWTP Operations	PLUMBING supplies	\$16.88
CASPER WINNELSON CO	WWTP Operations	Bushings	\$19.96
<i>CASPER WINNELSON CO - Total For WWTP Operations</i>			<i>\$188.38</i>
CASPER WINNELSON CO - ALL DEPARTMENTS			\$679.76

CENTRAL PAINT & BODY

CENTRAL PAINT & BODY	Fleet Maintenance Fund	Vehicle auto body repair	\$3,290.01
<i>CENTRAL PAINT & BODY - Total For Fleet Maintenance Fund</i>			<i>\$3,290.01</i>
CENTRAL PAINT & BODY - ALL DEPARTMENTS			\$3,290.01

CENTRAL TRUCK & DIES

CENTRAL TRUCK & DIES	Fleet Maintenance Fund	Sensor	\$882.16
<i>CENTRAL TRUCK & DIES - Total For Fleet Maintenance Fund</i>			<i>\$882.16</i>
CENTRAL TRUCK & DIES	Water Distribution	Handle, valve, latch, spring, plunger, lever	\$769.59
<i>CENTRAL TRUCK & DIES - Total For Water Distribution</i>			<i>\$769.59</i>
CENTRAL TRUCK & DIES - ALL DEPARTMENTS			\$1,651.75

CENTRAL WY. REGIONAL

CENTRAL WY. REGIONAL	Water Administration	October 2021 Wholesale Water	\$392,477.23
<i>CENTRAL WY. REGIONAL - Total For Water Administration</i>			<i>\$392,477.23</i>
CENTRAL WY. REGIONAL	Water Revenue and Transfers	October 2021 System Investment Charges	\$14,952.00
<i>CENTRAL WY. REGIONAL - Total For Water Revenue and Transfers</i>			<i>\$14,952.00</i>
CENTRAL WY. REGIONAL - ALL DEPARTMENTS			\$407,429.23

CENTURYLINK

CENTURYLINK	Balefill - Disposal & Landfill	Acct #307-265-4035 606B	\$69.46
<i>CENTURYLINK - Total For Balefill - Disposal & Landfill</i>			<i>\$69.46</i>
CENTURYLINK	Fire-EMS Administration	Acct #307-432-1300 572B	\$498.03
CENTURYLINK	Fire-EMS Administration	Acct #71332709	\$279.25
CENTURYLINK	Fire-EMS Administration	Acct #P-307-111-5104 106M	\$2,395.46
<i>CENTURYLINK - Total For Fire-EMS Administration</i>			<i>\$3,172.74</i>
CENTURYLINK	Police Administration	Acct #P-307-111-5103 060M	\$399.57
<i>CENTURYLINK - Total For Police Administration</i>			<i>\$399.57</i>
CENTURYLINK	Public Safety Communication	Acct #P-307-632-4759 643M	\$302.87
CENTURYLINK	Public Safety Communication	Acct #307-235-7592 537B	\$392.80
CENTURYLINK	Public Safety Communication	Acct #P-307-111-5107 160M	\$11,045.30
<i>CENTURYLINK - Total For Public Safety Communications</i>			<i>\$11,740.97</i>
CENTURYLINK	Streets	Acct #P-307-111-5105 138M	\$173.40
<i>CENTURYLINK - Total For Streets</i>			<i>\$173.40</i>

CENTURYLINK	WWTP Operations	Acct #P-307-111-5113 619M	\$227.54
<i>CENTURYLINK - Total For WWTP Operations</i>			\$227.54
CENTURYLINK	WWTP Regional Interceptors	Acct #P-307-234-3201 148M	\$1,791.80
<i>CENTURYLINK - Total For WWTP Regional Interceptors</i>			\$1,791.80
CENTURYLINK - ALL DEPARTMENTS			\$17,575.48

CH2MHILL, INC.

CH2MHILL, INC.	WWTP Operations	Gems S028979-WWTP 2ndary Treat	\$721.85
<i>CH2MHILL, INC. - Total For WWTP Operations</i>			\$721.85
CH2MHILL, INC. - ALL DEPARTMENTS			\$721.85

CHEYENNE LITTLE AMER

CHEYENNE LITTLE AMER	WWTP Pretreatment	Hotel	\$327.00
<i>CHEYENNE LITTLE AMER - Total For WWTP Pretreatment</i>			\$327.00
CHEYENNE LITTLE AMER - ALL DEPARTMENTS			\$327.00

CHICK-FIL-A #02061

CHICK-FIL-A #02061	City Manager	Meal expense during ICMA	\$9.85
<i>CHICK-FIL-A #02061 - Total For City Manager</i>			\$9.85
CHICK-FIL-A #02061 - ALL DEPARTMENTS			\$9.85

CHRISTI S ASBE

CHRISTI S ASBE	Police Administration	Policy & Accreditation work	\$700.00
CHRISTI S ASBE	Police Administration	Policy & Accreditation work	\$1,050.00
<i>CHRISTI S ASBE - Total For Police Administration</i>			\$1,750.00
CHRISTI S ASBE - ALL DEPARTMENTS			\$1,750.00

CITIZEN PAYMENT

CITIZEN PAYMENT	General Fund Revenue	Refund for building permit	\$118.00
CITIZEN PAYMENT	General Fund Revenue	Cremains internment fee & canopy/chair set	\$400.00
<i>CITIZEN PAYMENT - Total For General Fund Revenue</i>			\$518.00

CITIZEN PAYMENT - ALL DEPARTMENTS

\$518.00

CITY OF CASPER

CITY OF CASPER	Hogadon - Operations	liquor lic	\$1,517.50
<i>CITY OF CASPER - Total For Hogadon - Operations</i>			<i>\$1,517.50</i>
CITY OF CASPER	Metro Animal Shelter	PSCC October 2021 user charges	\$10,896.22
<i>CITY OF CASPER - Total For Metro Animal Shelter</i>			<i>\$10,896.22</i>
CITY OF CASPER	Parks - Parks Maint.	Commercial charge	\$150.00
<i>CITY OF CASPER - Total For Parks - Parks Maint.</i>			<i>\$150.00</i>
CITY OF CASPER	Public Transit - Operations	2021/2022 Information Tech Services	\$16,776.53
<i>CITY OF CASPER - Total For Public Transit - Operations</i>			<i>\$16,776.53</i>
CITY OF CASPER	Refuse - Residential	Street sweeping	\$733.68
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash, cardboard/newsp	\$6,508.91
CITY OF CASPER	Refuse - Residential	Garbage baler, Recycle newspaper/cardboar	\$6,220.61
CITY OF CASPER	Refuse - Residential	Garbage baler	\$6,470.77
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash, recycle cardboard	\$6,941.39
CITY OF CASPER	Refuse - Residential	Monthly street sweeping	\$2,266.00
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash, newspaper/cardb	\$6,568.27
CITY OF CASPER	Refuse - Residential	Garbage baler, park trash, recycle cardboard	\$6,101.87
CITY OF CASPER	Refuse - Residential	Garbage baler, recycle cardboard	\$500.85
CITY OF CASPER	Refuse - Residential	Garbage baler	\$716.56
<i>CITY OF CASPER - Total For Refuse - Residential</i>			<i>\$43,028.91</i>
CITY OF CASPER	Sewer Wastewater Collection	PSCC October 2021 user charges	\$363.34
<i>CITY OF CASPER - Total For Sewer Wastewater Collection</i>			<i>\$363.34</i>
CITY OF CASPER	Water Distribution	PSCC October 2021 user charges	\$363.33
<i>CITY OF CASPER - Total For Water Distribution</i>			<i>\$363.33</i>
CITY OF CASPER	WWTP Operations	Sump Sludge/Honey Wagon & Public Garbag	\$189.46
CITY OF CASPER	WWTP Operations	Sump Sludge/Honey Wagon	\$132.24
CITY OF CASPER	WWTP Operations	Sump Sludge/Honey Wagon	\$114.22
CITY OF CASPER	WWTP Operations	Sump Sludge/Honey Wagon	\$160.33
CITY OF CASPER	WWTP Operations	Sump Sludge/Honey Wagon	\$119.52
<i>CITY OF CASPER - Total For WWTP Operations</i>			<i>\$715.77</i>
CITY OF CASPER - ALL DEPARTMENTS			\$73,811.60

CIVIL ENGINEERING PR

CIVIL ENGINEERING PR	Revolving Land Fund	N. Platte Park Addt. re-plat P	\$5,797.50
<i>CIVIL ENGINEERING PR - Total For Revolving Land Fund</i>			<i>\$5,797.50</i>
CIVIL ENGINEERING PR - ALL DEPARTMENTS			\$5,797.50

CLH ASSOCIATES LLC

CLH ASSOCIATES LLC	Engineering	Traffic impact study	\$4,800.00
<i>CLH ASSOCIATES LLC - Total For Engineering</i>			<i>\$4,800.00</i>
CLH ASSOCIATES LLC - ALL DEPARTMENTS			\$4,800.00

CMI TECO, INC.

CMI TECO, INC.	Refuse - Commercial	Equipment repair	\$1,541.43
CMI TECO, INC.	Refuse - Commercial	Equipment repair	\$198.55
CMI TECO, INC.	Refuse - Commercial	Equipment repair	\$1,114.14
CMI TECO, INC.	Refuse - Commercial	Equipment repair	\$3,424.90
CMI TECO, INC.	Refuse - Commercial	Equipment repair	\$1,048.05
CMI TECO, INC.	Refuse - Commercial	Tailgate seal	\$237.97
CMI TECO, INC.	Refuse - Commercial	Equipment repair	\$3,300.02
<i>CMI TECO, INC. - Total For Refuse - Commercial</i>			<i>\$10,865.06</i>
CMI TECO, INC.	Refuse - Recycling	Equipment repair	\$2,218.09
<i>CMI TECO, INC. - Total For Refuse - Recycling</i>			<i>\$2,218.09</i>
CMI TECO, INC.	Refuse - Residential	Equipment repair	\$297.83
CMI TECO, INC.	Refuse - Residential	Equipment repair	\$3,075.25
CMI TECO, INC.	Refuse - Residential	Equipment repair	\$1,907.44
CMI TECO, INC.	Refuse - Residential	Equipment repair	\$75.13
CMI TECO, INC.	Refuse - Residential	Equipment repair	\$919.01
CMI TECO, INC.	Refuse - Residential	Equipment repair	\$1,484.80
CMI TECO, INC.	Refuse - Residential	Equipment repair	\$2,083.36
CMI TECO, INC.	Refuse - Residential	Equipment repair	\$6,441.13
CMI TECO, INC.	Refuse - Residential	Equipment repair	\$1,776.79
CMI TECO, INC.	Refuse - Residential	Equipment repair	\$2,460.75
CMI TECO, INC.	Refuse - Residential	Equipment repair	\$1,584.26
CMI TECO, INC.	Refuse - Residential	Level sensor	\$242.92

CMI TECO, INC.	Refuse - Residential	Equipment repair	\$2,894.26
CMI TECO, INC.	Refuse - Residential	Seat cushion	\$85.80
<i>CMI TECO, INC. - Total For Refuse - Residential</i>			\$25,328.73
CMI TECO, INC. - ALL DEPARTMENTS			\$38,411.88

COASTAL CHEMICAL CO

COASTAL CHEMICAL CO	Regional Water Operations	Unleaded fuel	\$79.95
<i>COASTAL CHEMICAL CO - Total For Regional Water Operations</i>			\$79.95
COASTAL CHEMICAL CO - ALL DEPARTMENTS			\$79.95

COMMUNICATION TECHNO

COMMUNICATION TECHNO	Capital Projects Fund	Radio, lights, PA and wiring removal	\$206.00
<i>COMMUNICATION TECHNO - Total For Capital Projects Fund</i>			\$206.00
COMMUNICATION TECHNO	Police Administration	New dock replacement	\$51.50
<i>COMMUNICATION TECHNO - Total For Police Administration</i>			\$51.50
COMMUNICATION TECHNO	Refuse - Residential	2-Way radio battery	\$113.65
<i>COMMUNICATION TECHNO - Total For Refuse - Residential</i>			\$113.65
COMMUNICATION TECHNO - ALL DEPARTMENTS			\$371.15

COMTRONIX, INC.

COMTRONIX, INC.	Buildings & Structures Fund	Alarm service	\$377.58
<i>COMTRONIX, INC. - Total For Buildings & Structures Fund</i>			\$377.58
COMTRONIX, INC.	Metro Animal Shelter	Fire alarm inspection, batteries, breaker lock	\$289.02
<i>COMTRONIX, INC. - Total For Metro Animal Shelter</i>			\$289.02
COMTRONIX, INC. - ALL DEPARTMENTS			\$666.60

CONOCO - MAXS CONOCO

CONOCO - MAXS CONOCO	Police State Grants	SERVICE STATIONS	\$50.00
<i>CONOCO - MAXS CONOCO - Total For Police State Grants</i>			\$50.00
CONOCO - MAXS CONOCO - ALL DEPARTMENTS			\$50.00

CONOCO - STOP-N-GO

CONOCO - STOP-N-GO	Fire-EMS Operations	Fuel	\$45.74
<i>CONOCO - STOP-N-GO - Total For Fire-EMS Operations</i>			<i>\$45.74</i>
CONOCO - STOP-N-GO	Regional Water	SERVICE STATIONS - P-Card for personal purc	\$7.43
<i>CONOCO - STOP-N-GO - Total For Regional Water</i>			<i>\$7.43</i>
CONOCO - STOP-N-GO - ALL DEPARTMENTS			\$53.17

COWBOY SUPPLY HOUSE

COWBOY SUPPLY HOUSE	Rec Center - Operations	SPECIALITY CLEANING,POLISHING & SANITAT	\$106.59
COWBOY SUPPLY HOUSE	Rec Center - Operations	SPECIALITY CLEANING,POLISHING & SANITAT	\$63.72
COWBOY SUPPLY HOUSE	Rec Center - Operations	CRC Cleaning Supplies	\$630.47
COWBOY SUPPLY HOUSE	Rec Center - Operations	SPECIALITY CLEANING,POLISHING & SANITAT	\$154.06
<i>COWBOY SUPPLY HOUSE - Total For Rec Center - Operations</i>			<i>\$954.84</i>
COWBOY SUPPLY HOUSE - ALL DEPARTMENTS			\$954.84

CPS DISTRIBUTORS

CPS DISTRIBUTORS	Cemetery	CONSTRUCTION MATERIALS SAFETY MATERI	\$23.10
<i>CPS DISTRIBUTORS - Total For Cemetery</i>			<i>\$23.10</i>
CPS DISTRIBUTORS	Parks - Parks Maint.	Plug for new inlet for air compressor at Fort	\$4.91
CPS DISTRIBUTORS	Parks - Parks Maint.	quick coupler	\$39.12
CPS DISTRIBUTORS	Parks - Parks Maint.	CONSTRUCTION MATERIALS	\$242.00
CPS DISTRIBUTORS	Parks - Parks Maint.	Materials for re-routing irrigation at Rivervie	\$541.28
CPS DISTRIBUTORS	Parks - Parks Maint.	Conwell Lights	\$495.00
<i>CPS DISTRIBUTORS - Total For Parks - Parks Maint.</i>			<i>\$1,322.31</i>
CPS DISTRIBUTORS - ALL DEPARTMENTS			\$1,345.41

CPU IIT

CPU IIT	Finance	Technology Items (computers, software, and	\$2,854.00
<i>CPU IIT - Total For Finance</i>			<i>\$2,854.00</i>
CPU IIT	Hogadon - Operations	Pass printers Cart	\$664.00
<i>CPU IIT - Total For Hogadon - Operations</i>			<i>\$664.00</i>
CPU IIT	Information Services	Power Supply	\$88.40
CPU IIT	Information Services	ELECTRONIC SALES	\$88.40
<i>CPU IIT - Total For Information Services</i>			<i>\$176.80</i>

CPU IIT	Police Records	ELECTRONIC SALES	\$265.20
CPU IIT	Police Records	ELECTRONIC SALES	\$18.00
<i>CPU IIT - Total For Police Records</i>			<i>\$283.20</i>
CPU IIT	WWTP Operations	Computer monitor	\$168.00
<i>CPU IIT - Total For WWTP Operations</i>			<i>\$168.00</i>
CPU IIT - ALL DEPARTMENTS			\$4,146.00

CROWN CONSTRUCTION L

CROWN CONSTRUCTION L	Balefill - Disposal & Landfill	2021 Solid Waste Asphalt Impro	\$26,434.11
<i>CROWN CONSTRUCTION L - Total For Balefill - Disposal & Landfill</i>			<i>\$26,434.11</i>
CROWN CONSTRUCTION L	Capital Projects Fund	Downtown 2nd St-Centennial Hil	\$40,522.25
CROWN CONSTRUCTION L	Capital Projects Fund	Downtown 2nd St-Centennial Hil	\$31,737.60
<i>CROWN CONSTRUCTION L - Total For Capital Projects Fund</i>			<i>\$72,259.85</i>
CROWN CONSTRUCTION L	Sewer Fund	Contract Withholding: 21300116	\$4,092.38
<i>CROWN CONSTRUCTION L - Total For Sewer Fund</i>			<i>\$4,092.38</i>
CROWN CONSTRUCTION L - ALL DEPARTMENTS			\$102,786.34

CRUM ELECTRIC SUPPLY

CRUM ELECTRIC SUPPLY	Buildings & Structures Fund	Replacement lights for Service Center	\$190.04
<i>CRUM ELECTRIC SUPPLY - Total For Buildings & Structures Fund</i>			<i>\$190.04</i>
CRUM ELECTRIC SUPPLY	Water Tanks	Light	\$14.64
<i>CRUM ELECTRIC SUPPLY - Total For Water Tanks</i>			<i>\$14.64</i>
CRUM ELECTRIC SUPPLY - ALL DEPARTMENTS			\$204.68

DAKOTA FENCE COMPANY

DAKOTA FENCE COMPANY	Traffic Control	Barricade boards for G & H St dead ends	\$1,164.93
<i>DAKOTA FENCE COMPANY - Total For Traffic Control</i>			<i>\$1,164.93</i>
DAKOTA FENCE COMPANY - ALL DEPARTMENTS			\$1,164.93

DANA KEPNER COMPANY

DANA KEPNER COMPANY	Water Distribution	DRESSER COUPLINGS	\$1,090.00
DANA KEPNER COMPANY	Water Distribution	Dresser couplings	\$1,090.00
<i>DANA KEPNER COMPANY - Total For Water Distribution</i>			<i>\$2,180.00</i>

DANA KEPNER COMPANY - ALL DEPARTMENTS	\$2,180.00
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DAVIDSON FIXED INCOM

DAVIDSON FIXED INCOM	General Fund Revenue	Investments	\$3,951.85
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<i>DAVIDSON FIXED INCOM - Total For General Fund Revenue</i>			<i>\$3,951.85</i>
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DAVIDSON FIXED INCOM - ALL DEPARTMENTS	\$3,951.85
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DAYS INNS/DAYSTOP

DAYS INNS/DAYSTOP	Police Federal Grants	DAYS INNS	\$50.00
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<i>DAYS INNS/DAYSTOP - Total For Police Federal Grants</i>			<i>\$50.00</i>
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DAYS INNS/DAYSTOP	Police State Grants	DAYS INNS	\$50.00
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<i>DAYS INNS/DAYSTOP - Total For Police State Grants</i>			<i>\$50.00</i>
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DAYS INNS/DAYSTOP - ALL DEPARTMENTS	\$100.00
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DBC IRRIGATION SUPPL

DBC IRRIGATION SUPPL	Parks - Parks Maint.	Parts to fix mainline leak at Fairdale	\$23.58
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DBC IRRIGATION SUPPL	Parks - Parks Maint.	Parts for Riverview Expansion irrigation	\$78.16
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<i>DBC IRRIGATION SUPPL - Total For Parks - Parks Maint.</i>			<i>\$101.74</i>
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DBC IRRIGATION SUPPL - ALL DEPARTMENTS	\$101.74
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DELL MARKETING LP

DELL MARKETING LP	Fleet Maintenance Fund	2 Office software subscriptions	\$836.46
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<i>DELL MARKETING LP - Total For Fleet Maintenance Fund</i>			<i>\$836.46</i>
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DELL MARKETING LP - ALL DEPARTMENTS	\$836.46
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DEN PUBLIC PARKING

DEN PUBLIC PARKING	City Manager	Parking expense during ICMA	\$196.00
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<i>DEN PUBLIC PARKING - Total For City Manager</i>			<i>\$196.00</i>
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DEN PUBLIC PARKING - ALL DEPARTMENTS	\$196.00
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DENNIS SUPPLY CO.

DENNIS SUPPLY CO.	Capital Projects Fund	HVAC Repair supplies for Senior Center	\$237.36
<i>DENNIS SUPPLY CO. - Total For Capital Projects Fund</i>			<i>\$237.36</i>
DENNIS SUPPLY CO. - ALL DEPARTMENTS			\$237.36

DENVER INDUSTRIAL SA

DENVER INDUSTRIAL SA	Streets	2 Pallets UPM Cold Patch--	\$1,767.09
<i>DENVER INDUSTRIAL SA - Total For Streets</i>			<i>\$1,767.09</i>
DENVER INDUSTRIAL SA - ALL DEPARTMENTS			\$1,767.09

DESERT MTN. CORP.

DESERT MTN. CORP.	Streets	Ice Slicer	\$3,990.97
DESERT MTN. CORP.	Streets	Ice Slicer	\$3,329.30
DESERT MTN. CORP.	Streets	Ice Slicer	\$4,002.50
DESERT MTN. CORP.	Streets	Ice Slicer	\$3,809.57
DESERT MTN. CORP.	Streets	Ice Slicer	\$3,842.07
DESERT MTN. CORP.	Streets	Ice Slicer	\$4,053.89
DESERT MTN. CORP.	Streets	Ice Slicer	\$4,029.77
<i>DESERT MTN. CORP. - Total For Streets</i>			<i>\$27,058.07</i>
DESERT MTN. CORP. - ALL DEPARTMENTS			\$27,058.07

DIAMOND VOGEL PAINTS

DIAMOND VOGEL PAINTS	Buildings & Structures Fund	Supplies to pain office in PD	\$12.66
<i>DIAMOND VOGEL PAINTS - Total For Buildings & Structures Fund</i>			<i>\$12.66</i>
DIAMOND VOGEL PAINTS - ALL DEPARTMENTS			\$12.66

DOLAN CONSULTING GRO

DOLAN CONSULTING GRO	Police Career Services	BUSINESS SERVICES NOT ELSEWHERE CLASSI	\$5,355.00
<i>DOLAN CONSULTING GRO - Total For Police Career Services</i>			<i>\$5,355.00</i>
DOLAN CONSULTING GRO - ALL DEPARTMENTS			\$5,355.00

DOLLAR TREE

DOLLAR TREE	Rec Center - Special Program	Fall Carnival CRF Supplies	\$51.00
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<i>DOLLAR TREE - Total For Rec Center - Special Programs</i>			<i>\$51.00</i>
DOLLAR TREE - ALL DEPARTMENTS			\$51.00
 DOUBLE D WELDING & F			
DOUBLE D WELDING & F	Regional Water Operations	Weld holes in floor of water tank	\$212.50
<i>DOUBLE D WELDING & F - Total For Regional Water Operations</i>			<i>\$212.50</i>
DOUBLE D WELDING & F - ALL DEPARTMENTS			\$212.50
 E & F TOWING TRANSPOR			
E & F TOWING TRANSPOR	Police Investigations	Towing service	\$60.00
E & F TOWING TRANSPOR	Police Investigations	Towing service	\$60.00
<i>E & F TOWING TRANSPOR - Total For Police Investigations</i>			<i>\$120.00</i>
E & F TOWING TRANSPOR - ALL DEPARTMENTS			\$120.00
 EAK INC			
EAK INC	City Council	Photography service	\$310.00
<i>EAK INC - Total For City Council</i>			<i>\$310.00</i>
EAK INC - ALL DEPARTMENTS			\$310.00
 EB 2021 WYOMING ASSO			
EB 2021 WYOMING ASSO	Fire-EMS Prevent & Inspect	Eventbrite - WAFM Conference admission tic	\$377.82
<i>EB 2021 WYOMING ASSO - Total For Fire-EMS Prevent & Inspect</i>			<i>\$377.82</i>
EB 2021 WYOMING ASSO - ALL DEPARTMENTS			\$377.82
 EMPLOYEE REIMBURSEME			
EMPLOYEE REIMBURSEME	Buildings & Structures Fund	Work clothing reimbursement	\$100.00
<i>EMPLOYEE REIMBURSEME - Total For Buildings & Structures Fund</i>			<i>\$100.00</i>
EMPLOYEE REIMBURSEME	Fleet Maintenance Fund	Tool reimbursement	\$278.23
EMPLOYEE REIMBURSEME	Fleet Maintenance Fund	Tool allotment reimbursement	\$282.39
<i>EMPLOYEE REIMBURSEME - Total For Fleet Maintenance Fund</i>			<i>\$560.62</i>
EMPLOYEE REIMBURSEME	Human Resources	90% reimbursement for BIS 430 Project Man	\$414.74
EMPLOYEE REIMBURSEME	Human Resources	PSPS 6050 Stewardship of Public Assets/Boo	\$1,876.81

<i>EMPLOYEE REIMBURSEMENT - Total For Human Resources</i>			<i>\$2,291.55</i>
EMPLOYEE REIMBURSEMENT	Planning	Notary Application Reimbursement	\$60.00
<i>EMPLOYEE REIMBURSEMENT - Total For Planning</i>			<i>\$60.00</i>
EMPLOYEE REIMBURSEMENT	Refuse - Residential	Work boot reimbursement	\$150.00
<i>EMPLOYEE REIMBURSEMENT - Total For Refuse - Residential</i>			<i>\$150.00</i>
EMPLOYEE REIMBURSEMENT	Regional Water Operations	Work pant reimbursement	\$104.79
<i>EMPLOYEE REIMBURSEMENT - Total For Regional Water Operations</i>			<i>\$104.79</i>
EMPLOYEE REIMBURSEMENT	Water Distribution	Work clothing reimbursement	\$146.99
<i>EMPLOYEE REIMBURSEMENT - Total For Water Distribution</i>			<i>\$146.99</i>
EMPLOYEE REIMBURSEMENT	WWTP Operations	Work boot reimbursement	\$150.00
EMPLOYEE REIMBURSEMENT	WWTP Operations	WWTP Operator - Level 1 Exam Fee	\$100.00
<i>EMPLOYEE REIMBURSEMENT - Total For WWTP Operations</i>			<i>\$250.00</i>
EMPLOYEE REIMBURSEMENT - ALL DEPARTMENTS			\$3,663.95

EMPLOYERCENTRAL.COM/

EMPLOYERCENTRAL.COM/	Hogadon - Operations	CASPER COLLEGE - HOGADON SEASONAL RE	\$195.00
<i>EMPLOYERCENTRAL.COM/ - Total For Hogadon - Operations</i>			<i>\$195.00</i>
EMPLOYERCENTRAL.COM/ - ALL DEPARTMENTS			\$195.00

ENERGY LABORATORIES I

ENERGY LABORATORIES I	Regional Water Operations	Carbon, Total Organic testing	\$57.00
ENERGY LABORATORIES I	Regional Water Operations	Carbon, Total Organic testing	\$84.00
ENERGY LABORATORIES I	Regional Water Operations	Aerobic endospores testing	\$306.00
ENERGY LABORATORIES I	Regional Water Operations	Aerobic endospores testing	\$306.00
ENERGY LABORATORIES I	Regional Water Operations	Testing	\$2,722.00
ENERGY LABORATORIES I	Regional Water Operations	Bacteria, Public Water Supply testing	\$22.00
ENERGY LABORATORIES I	Regional Water Operations	Aerobic Endospores testing	\$306.00
ENERGY LABORATORIES I	Regional Water Operations	Aerobic Endospores testing	\$306.00
ENERGY LABORATORIES I	Regional Water Operations	Solids, Total Suspended testing	\$22.00
<i>ENERGY LABORATORIES I - Total For Regional Water Operations</i>			<i>\$4,131.00</i>
ENERGY LABORATORIES I	Water Tanks	Bacteria, SDWA testing	\$168.00
ENERGY LABORATORIES I	Water Tanks	Bacteria, SDWA testing	\$168.00
<i>ENERGY LABORATORIES I - Total For Water Tanks</i>			<i>\$336.00</i>

ENERGY LABRATORIES I - ALL DEPARTMENTS

\$4,467.00

ENGINEERING DESIGN A

ENGINEERING DESIGN A	Capital Projects Fund	Design & CA Senior Center Air	\$125.00
ENGINEERING DESIGN A	Capital Projects Fund	Ice Arena Lighting Upgrades	\$187.50
ENGINEERING DESIGN A	Capital Projects Fund	Design of Athletic Fields Ligh	\$375.00

ENGINEERING DESIGN A - Total For Capital Projects Fund \$687.50

ENGINEERING DESIGN A - ALL DEPARTMENTS

\$687.50

ENVIRONMENTAL EXPRES

ENVIRONMENTAL EXPRES	WWTP Operations	Lab supplies	\$146.02
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ENVIRONMENTAL EXPRES - Total For WWTP Operations \$146.02

ENVIRONMENTAL EXPRES - ALL DEPARTMENTS

\$146.02

EUROFINS EATON ANALY

EUROFINS EATON ANALY	Regional Water Operations	TESTING	\$200.00
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EUROFINS EATON ANALY - Total For Regional Water Operations \$200.00

EUROFINS EATON ANALY - ALL DEPARTMENTS

\$200.00

EXPRESS SERVICES INC

EXPRESS SERVICES INC	Planning	Temp service	\$1,012.80
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EXPRESS SERVICES INC - Total For Planning \$1,012.80

EXPRESS SERVICES INC - ALL DEPARTMENTS

\$1,012.80

EXXONMOBIL

EXXONMOBIL	Fire-EMS Operations	Good 2 Go - Fuel	\$58.89
EXXONMOBIL	Fire-EMS Operations	Good 2 Go - Fuel	\$40.00
EXXONMOBIL	Fire-EMS Operations	Good 2 Go	\$48.01
EXXONMOBIL	Fire-EMS Operations	Good 2 Go - Fuel	\$53.54
EXXONMOBIL	Fire-EMS Operations	Good 2 Go - Fuel	\$34.01
EXXONMOBIL	Fire-EMS Operations	Fuel	\$60.83

EXXONMOBIL - Total For Fire-EMS Operations \$295.28

EXXONMOBIL - ALL DEPARTMENTS	\$295.28
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EZCATERSUBWAY

EZCATERSUBWAY	Police Administration	CATERERS	\$134.20
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<i>EZCATERSUBWAY - Total For Police Administration</i>			<i>\$134.20</i>
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EZCATERSUBWAY - ALL DEPARTMENTS	\$134.20
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FACEBK 3QMM373V72

FACEBK 3QMM373V72	Ft. Caspar Museum	Facebook Advertising	\$15.00
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<i>FACEBK 3QMM373V72 - Total For Ft. Caspar Museum</i>			<i>\$15.00</i>
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FACEBK 3QMM373V72 - ALL DEPARTMENTS	\$15.00
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FACEBK KDD36BFKH2

FACEBK KDD36BFKH2	Hogadon - Operations	ADVERTISING SERVICES	\$44.33
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<i>FACEBK KDD36BFKH2 - Total For Hogadon - Operations</i>			<i>\$44.33</i>
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FACEBK KDD36BFKH2	Refuse - Residential	ADVERTISING SERVICES	\$3.24
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<i>FACEBK KDD36BFKH2 - Total For Refuse - Residential</i>			<i>\$3.24</i>
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FACEBK KDD36BFKH2	Sewer Stormwater	ADVERTISING SERVICES	\$21.77
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<i>FACEBK KDD36BFKH2 - Total For Sewer Stormwater</i>			<i>\$21.77</i>
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FACEBK KDD36BFKH2 - ALL DEPARTMENTS	\$69.34
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FDSOA

FDSOA	Fire-EMS Administration	Membership Renewal	\$99.00
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<i>FDSOA - Total For Fire-EMS Administration</i>			<i>\$99.00</i>
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FDSOA - ALL DEPARTMENTS	\$99.00
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FERGUSON ENTERPRISES

FERGUSON ENTERPRISES	Parks - Parks Maint.	Water Filter	\$90.75
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<i>FERGUSON ENTERPRISES - Total For Parks - Parks Maint.</i>			<i>\$90.75</i>
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FERGUSON ENTERPRISES	Regional Water Operations	Maintenance and repair	\$127.88
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FERGUSON ENTERPRISES	Regional Water Operations	Machinery supplies	\$423.00
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FERGUSON ENTERPRISES	Regional Water Operations	Maintenance and repair	\$129.48
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<i>FERGUSON ENTERPRISES - Total For Regional Water Operations</i>			\$680.36
FERGUSON ENTERPRISES	Sewer Wastewater Collection sewer line materials for Durango Ct		\$567.26
<i>FERGUSON ENTERPRISES - Total For Sewer Wastewater Collection</i>			\$567.26
FERGUSON ENTERPRISES	WWTP Operations	Hardware	\$14.31
FERGUSON ENTERPRISES	WWTP Operations	PLUMBING supplies	\$45.19
<i>FERGUSON ENTERPRISES - Total For WWTP Operations</i>			\$59.50
FERGUSON ENTERPRISES - ALL DEPARTMENTS			\$1,397.87

FIRE PROTECTION PUB

FIRE PROTECTION PUB	Fire-EMS Training	IFSTA - 2 Copies of IFSTA Essentials of Fire Fig	\$179.00
<i>FIRE PROTECTION PUB - Total For Fire-EMS Training</i>			\$179.00
FIRE PROTECTION PUB - ALL DEPARTMENTS			\$179.00

FIRE-ETC

FIRE-ETC	Fire-EMS Operations	Redback Boots	\$161.00
<i>FIRE-ETC - Total For Fire-EMS Operations</i>			\$161.00
FIRE-ETC - ALL DEPARTMENTS			\$161.00

FIRST DATA MERCHANT

FIRST DATA MERCHANT	Cemetery	September 2021 fee	\$19.95
<i>FIRST DATA MERCHANT - Total For Cemetery</i>			\$19.95
FIRST DATA MERCHANT - ALL DEPARTMENTS			\$19.95

FIRST TACTICAL

FIRST TACTICAL	Police Career Services	SPORTING GOODS STORES	\$64.94
<i>FIRST TACTICAL - Total For Police Career Services</i>			\$64.94
FIRST TACTICAL - ALL DEPARTMENTS			\$64.94

FRANKLIN PLANNER

FRANKLIN PLANNER	Sewer Wastewater Collection office supplies		\$61.70
<i>FRANKLIN PLANNER - Total For Sewer Wastewater Collection</i>			\$61.70

FRANKLIN PLANNER - ALL DEPARTMENTS

\$61.70

GALLS

GALLS	Public Safety Communication	MEN'S,WOMENS'AND CHILDREN'S UNIFORM	\$164.97
GALLS	Public Safety Communication	MEN'S,WOMENS'AND CHILDREN'S UNIFORM	\$170.48
<i>GALLS - Total For Public Safety Communications</i>			\$335.45
GALLS - ALL DEPARTMENTS			\$335.45

GALLS, INC.

GALLS, INC.	Police Career Services	Uniform supplies	\$189.00
GALLS, INC.	Police Career Services	Uniform supplies	\$136.05
GALLS, INC.	Police Career Services	Uniform supplies	\$175.01
GALLS, INC.	Police Career Services	Uniform supplies	\$77.34
GALLS, INC.	Police Career Services	Uniform supplies	\$418.15
GALLS, INC.	Police Career Services	Uniform supplies	\$45.50
GALLS, INC.	Police Career Services	Defense spray case	\$35.55
GALLS, INC.	Police Career Services	Uniform supplies	\$234.00
GALLS, INC.	Police Career Services	Uniform supplies	\$100.50
GALLS, INC.	Police Career Services	Gloves	\$33.30
GALLS, INC.	Police Career Services	Uniform supplies	\$126.00
<i>GALLS, INC. - Total For Police Career Services</i>			\$1,570.40
GALLS, INC. - ALL DEPARTMENTS			\$1,570.40

G-C BUILDING SUPPLY

G-C BUILDING SUPPLY	Balefill - Baler Processing	Antenna extension	\$289.50
G-C BUILDING SUPPLY	Balefill - Baler Processing	Door parts / repair	\$1,732.37
G-C BUILDING SUPPLY	Balefill - Baler Processing	Wiring for photo eyes & light bar	\$698.95
G-C BUILDING SUPPLY	Balefill - Baler Processing	Door parts / repair	\$707.72
<i>G-C BUILDING SUPPLY - Total For Balefill - Baler Processing</i>			\$3,428.54
G-C BUILDING SUPPLY	Refuse - Residential	Installation of wall stations	\$663.20
<i>G-C BUILDING SUPPLY - Total For Refuse - Residential</i>			\$663.20
G-C BUILDING SUPPLY - ALL DEPARTMENTS			\$4,091.74

GE MDS LLC

GE MDS LLC	Sewer Wastewater Collection Additional MDS Radios	\$3,015.88
<i>GE MDS LLC - Total For Sewer Wastewater Collection</i>		<i>\$3,015.88</i>
GE MDS LLC - ALL DEPARTMENTS		\$3,015.88

GEOTEC INDUSTRIAL SU

GEOTEC INDUSTRIAL SU	Streets	10 Surface Mount ADA Mats	\$1,000.00
<i>GEOTEC INDUSTRIAL SU - Total For Streets</i>			<i>\$1,000.00</i>
GEOTEC INDUSTRIAL SU - ALL DEPARTMENTS			\$1,000.00

GO LAW ENFORCEMENT

GO LAW ENFORCEMENT	Police Career Services	GO LAW ENFORCEMENT - POLICE OFFICER R	\$80.00
<i>GO LAW ENFORCEMENT - Total For Police Career Services</i>			<i>\$80.00</i>
GO LAW ENFORCEMENT - ALL DEPARTMENTS			\$80.00

GOLF SAFETY

GOLF SAFETY	Golf - Operations	Safety Training	\$95.00
<i>GOLF SAFETY - Total For Golf - Operations</i>			<i>\$95.00</i>
GOLF SAFETY - ALL DEPARTMENTS			\$95.00

GRAINGER, INC.

GRAINGER, INC.	Balefill - Diversion & Special	Signs	\$130.36
<i>GRAINGER, INC. - Total For Balefill - Diversion & Special</i>			<i>\$130.36</i>
GRAINGER, INC.	Fleet Maintenance Fund	Pre-moistened towelettes	\$9.17
<i>GRAINGER, INC. - Total For Fleet Maintenance Fund</i>			<i>\$9.17</i>
GRAINGER, INC.	Parks - Parks Maint.	bulbs for Veterans PArk	\$62.18
GRAINGER, INC.	Parks - Parks Maint.	Parts for Vaterans Park lights	\$40.85
<i>GRAINGER, INC. - Total For Parks - Parks Maint.</i>			<i>\$103.03</i>
GRAINGER, INC.	Refuse - Residential	Locker	\$528.40
<i>GRAINGER, INC. - Total For Refuse - Residential</i>			<i>\$528.40</i>
GRAINGER, INC.	Regional Water Operations	Other materials and supplies	\$145.15
GRAINGER, INC.	Regional Water Operations	Other materials and supplies	\$87.54

GRAINGER, INC.	Regional Water Operations	Ejector pump	\$1,239.49
<i>GRAINGER, INC. - Total For Regional Water Operations</i>			<i>\$1,472.18</i>
GRAINGER, INC.	Streets	2- Raincoats	\$19.08
<i>GRAINGER, INC. - Total For Streets</i>			<i>\$19.08</i>
GRAINGER, INC.	WWTP Operations	Thermostats	\$69.46
<i>GRAINGER, INC. - Total For WWTP Operations</i>			<i>\$69.46</i>
GRAINGER, INC. - ALL DEPARTMENTS			\$2,331.68

HACH CO., CORP.

HACH CO., CORP.	Water Tanks	LAB SUPPLIES	\$950.82
<i>HACH CO., CORP. - Total For Water Tanks</i>			<i>\$950.82</i>
HACH CO., CORP. - ALL DEPARTMENTS			\$950.82

HARBOR FREIGHT TOOLS

HARBOR FREIGHT TOOLS	Streets	New metric impact sockets	\$38.98
<i>HARBOR FREIGHT TOOLS - Total For Streets</i>			<i>\$38.98</i>
HARBOR FREIGHT TOOLS - ALL DEPARTMENTS			\$38.98

HAWKINS, INC.

HAWKINS, INC.	Aquatics - Operations	Chemicals for Aquatic Center	\$1,997.37
<i>HAWKINS, INC. - Total For Aquatics - Operations</i>			<i>\$1,997.37</i>
HAWKINS, INC. - ALL DEPARTMENTS			\$1,997.37

HDR ENGINEERING, INC

HDR ENGINEERING, INC	Capital Projects Fund	Design of Paradise Valley to R	\$2,633.30
<i>HDR ENGINEERING, INC - Total For Capital Projects Fund</i>			<i>\$2,633.30</i>
HDR ENGINEERING, INC	Metropolitan Planning Org	Casper Rail Trail Extension Plan	\$10,340.56
<i>HDR ENGINEERING, INC - Total For Metropolitan Planning Org</i>			<i>\$10,340.56</i>
HDR ENGINEERING, INC	Water Tanks	Water Rights Supply Studies 20	\$5,511.19
<i>HDR ENGINEERING, INC - Total For Water Tanks</i>			<i>\$5,511.19</i>
HDR ENGINEERING, INC - ALL DEPARTMENTS			\$18,485.05

HERCULES INDUSTRIES

HERCULES INDUSTRIES	Buildings & Structures Fund	Supplies for PD Remodel at Marathon	\$20.54
<i>HERCULES INDUSTRIES - Total For Buildings & Structures Fund</i>			<i>\$20.54</i>
HERCULES INDUSTRIES - ALL DEPARTMENTS			\$20.54

HERTZ #0103002

HERTZ #0103002	Special Fire Assistance Fund	Rental Car for KNP Complex Fire - CA	\$1,435.29
<i>HERTZ #0103002 - Total For Special Fire Assistance Fund</i>			<i>\$1,435.29</i>
HERTZ #0103002 - ALL DEPARTMENTS			\$1,435.29

HILLTOP LAUNDROMAT

HILLTOP LAUNDROMAT	Public Transit - CARES Act	DRY CLEANERS	\$37.80
<i>HILLTOP LAUNDROMAT - Total For Public Transit - CARES Act</i>			<i>\$37.80</i>
HILLTOP LAUNDROMAT - ALL DEPARTMENTS			\$37.80

HITEK COMMUNICATIONS

HITEK COMMUNICATIONS	Police Administration	Milestone License	\$983.00
<i>HITEK COMMUNICATIONS - Total For Police Administration</i>			<i>\$983.00</i>
HITEK COMMUNICATIONS - ALL DEPARTMENTS			\$983.00

HOBBY-LOBBY #0233

HOBBY-LOBBY #0233	Police Administration	HOBBY,TOY, AND GAME SHOPS	\$96.43
HOBBY-LOBBY #0233	Police Administration	HOBBY,TOY, AND GAME SHOPS	\$15.48
<i>HOBBY-LOBBY #0233 - Total For Police Administration</i>			<i>\$111.91</i>
HOBBY-LOBBY #0233 - ALL DEPARTMENTS			\$111.91

HOLIDAY INN EXPRESS

HOLIDAY INN EXPRESS	Special Fire Assistance Fund	Hotel Charges while working the KNP Compl	\$502.64
HOLIDAY INN EXPRESS	Special Fire Assistance Fund	Hotel charges while working the KNP Comple	\$125.66
HOLIDAY INN EXPRESS	Special Fire Assistance Fund	Hotel charges while working the KNP Comple	\$256.93
HOLIDAY INN EXPRESS	Special Fire Assistance Fund	Hotel cost while working the KNP Complex Fi	\$502.64

HOLIDAY INN EXPRESS	Special Fire Assistance Fund	Hotel charges while working the KNP Comple	\$628.30
<i>HOLIDAY INN EXPRESS - Total For Special Fire Assistance Fund</i>			<i>\$2,016.17</i>
HOLIDAY INN EXPRESS - ALL DEPARTMENTS			\$2,016.17

HOMAX OIL SALES, INC

HOMAX OIL SALES, INC	Balefill - Baler Processing	Hydraulic oil	\$1,800.75
HOMAX OIL SALES, INC	Balefill - Baler Processing	Hydraulic oil	\$1,718.25
HOMAX OIL SALES, INC	Balefill - Baler Processing	Grease and coolant	\$1,207.66
<i>HOMAX OIL SALES, INC - Total For Balefill - Baler Processing</i>			<i>\$4,726.66</i>
HOMAX OIL SALES, INC	Balefill - Disposal & Landfill	Multipurpose R&O	\$65.95
<i>HOMAX OIL SALES, INC - Total For Balefill - Disposal & Landfill</i>			<i>\$65.95</i>
HOMAX OIL SALES, INC	Fleet Maintenance Fund	Multiplex 600 #2	\$313.08
HOMAX OIL SALES, INC	Fleet Maintenance Fund	Unleaded fuel	\$25,167.87
HOMAX OIL SALES, INC	Fleet Maintenance Fund	Diesel fuel	\$29,713.32
<i>HOMAX OIL SALES, INC - Total For Fleet Maintenance Fund</i>			<i>\$55,194.27</i>
HOMAX OIL SALES, INC	Water Distribution	Fuel	\$5,399.39
<i>HOMAX OIL SALES, INC - Total For Water Distribution</i>			<i>\$5,399.39</i>
HOMAX OIL SALES, INC - ALL DEPARTMENTS			\$65,386.27

HOOD'S EQUIPMENT & S

HOOD'S EQUIPMENT & S	WWTP Operations	Chainsaw	\$360.49
<i>HOOD'S EQUIPMENT & S - Total For WWTP Operations</i>			<i>\$360.49</i>
HOOD'S EQUIPMENT & S - ALL DEPARTMENTS			\$360.49

HOSE & RUBBER SUPPLY

HOSE & RUBBER SUPPLY	Water Meters	Hoses built & repaired	\$246.98
<i>HOSE & RUBBER SUPPLY - Total For Water Meters</i>			<i>\$246.98</i>
HOSE & RUBBER SUPPLY	WWTP Operations	Belt	\$23.50
<i>HOSE & RUBBER SUPPLY - Total For WWTP Operations</i>			<i>\$23.50</i>
HOSE & RUBBER SUPPLY	WWTP Regional Interceptors	Belt	\$25.44
<i>HOSE & RUBBER SUPPLY - Total For WWTP Regional Interceptors</i>			<i>\$25.44</i>
HOSE & RUBBER SUPPLY - ALL DEPARTMENTS			\$295.92

HOWARD SUPPLY COMPAN

HOWARD SUPPLY COMPAN	Refuse - Residential	Nylon sling assembly	\$906.80
<i>HOWARD SUPPLY COMPAN - Total For Refuse - Residential</i>			<i>\$906.80</i>
HOWARD SUPPLY COMPAN	Regional Water Operations	Machinery supplies	\$259.44
<i>HOWARD SUPPLY COMPAN - Total For Regional Water Operations</i>			<i>\$259.44</i>
HOWARD SUPPLY COMPAN - ALL DEPARTMENTS			\$1,166.24

HOWIES HOCKEY INC

HOWIES HOCKEY INC	Ice Arena - Concessions	Clear Tape Resale for Pro Shop	\$263.81
<i>HOWIES HOCKEY INC - Total For Ice Arena - Concessions</i>			<i>\$263.81</i>
HOWIES HOCKEY INC - ALL DEPARTMENTS			\$263.81

HR CERTIFICATION INS

HR CERTIFICATION INS	Human Resources	PHR RECERTIFICATION FEE (VALID FOR 3 YEA	\$169.00
<i>HR CERTIFICATION INS - Total For Human Resources</i>			<i>\$169.00</i>
HR CERTIFICATION INS - ALL DEPARTMENTS			\$169.00

HYATT REGENCY PORTLA

HYATT REGENCY PORTLA	City Manager	Hotel expense during ICMA	\$1,155.20
<i>HYATT REGENCY PORTLA - Total For City Manager</i>			<i>\$1,155.20</i>
HYATT REGENCY PORTLA - ALL DEPARTMENTS			\$1,155.20

IAAI

IAAI	Fire-EMS Administration	IAI-Fit recert	\$70.00
<i>IAAI - Total For Fire-EMS Administration</i>			<i>\$70.00</i>
IAAI - ALL DEPARTMENTS			\$70.00

ICMA ONLINE

ICMA ONLINE	City Clerk	CHARITABLE AND SOCIAL SERVICE ORGANIZA	\$735.00
<i>ICMA ONLINE - Total For City Clerk</i>			<i>\$735.00</i>

ICMA ONLINE - ALL DEPARTMENTS

\$735.00

IN N OUT BURGER

IN N OUT BURGER	Special Fire Assistance Fund	Dinner 9/28/21 while working the KNP Comp	\$9.64
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<i>IN N OUT BURGER - Total For Special Fire Assistance Fund</i>			\$9.64
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IN N OUT BURGER - ALL DEPARTMENTS

\$9.64

INDUSTRIAL SCREEN &

INDUSTRIAL SCREEN &	Balefill - Baler Processing	Steel pipe	\$229.36
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<i>INDUSTRIAL SCREEN & - Total For Balefill - Baler Processing</i>			\$229.36
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INDUSTRIAL SCREEN & - ALL DEPARTMENTS

\$229.36

INGRAM BOOK COMPANY

INGRAM BOOK COMPANY	General Fund Revenue	Books for resale in museum store	\$367.07
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<i>INGRAM BOOK COMPANY - Total For General Fund Revenue</i>			\$367.07
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INGRAM BOOK COMPANY - ALL DEPARTMENTS

\$367.07

INNOVYZE INC

INNOVYZE INC	Sewer Wastewater Collection	INFOSWMM support program	\$3,182.00
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<i>INNOVYZE INC - Total For Sewer Wastewater Collection</i>			\$3,182.00
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INNOVYZE INC - ALL DEPARTMENTS

\$3,182.00

INSTALLATION & SVC.

INSTALLATION & SVC.	Capital Projects Fund	Contract Withholding: 21300016	\$5,000.00
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<i>INSTALLATION & SVC. - Total For Capital Projects Fund</i>			\$5,000.00
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INSTALLATION & SVC. - ALL DEPARTMENTS

\$5,000.00

INTERMOUNTAIN MOTOR

INTERMOUNTAIN MOTOR	Buildings & Structures Fund	Motor Repair on Motor for Aquatics Center	\$1,268.56
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<i>INTERMOUNTAIN MOTOR - Total For Buildings & Structures Fund</i>			\$1,268.56
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INTERMOUNTAIN MOTOR - ALL DEPARTMENTS	\$1,268.56
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INT'L CODE COUNCIL I

INT'L CODE COUNCIL I	Fire-EMS Administration	National Fire Code Subscription Service and	\$1,544.00
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<i>INT'L CODE COUNCIL I - Total For Fire-EMS Administration</i>			<i>\$1,544.00</i>
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INT'L CODE COUNCIL I - ALL DEPARTMENTS	\$1,544.00
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INTRADO INTERACTIVE

INTRADO INTERACTIVE	Information Services	Maintenance for Mobile Application Nov 202	\$820.00
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INTRADO INTERACTIVE	Information Services	Support Maintenance Renewal for www.cas	\$4,500.00
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<i>INTRADO INTERACTIVE - Total For Information Services</i>			<i>\$5,320.00</i>
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INTRADO INTERACTIVE - ALL DEPARTMENTS	\$5,320.00
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INTUIT, INC.

INTUIT, INC.	Buildings & Structures Fund	Pump repair services for Service Center	\$887.33
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<i>INTUIT, INC. - Total For Buildings & Structures Fund</i>			<i>\$887.33</i>
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INTUIT, INC.	Fire-EMS Operations	CS Consulting - gas mix and isobutylene for c	\$303.60
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<i>INTUIT, INC. - Total For Fire-EMS Operations</i>			<i>\$303.60</i>
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INTUIT, INC.	Sewer Stormwater	catch basin repair parts	\$91.89
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<i>INTUIT, INC. - Total For Sewer Stormwater</i>			<i>\$91.89</i>
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INTUIT, INC. - ALL DEPARTMENTS	\$1,282.82
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ISA

ISA	Parks - Urban Forestry	ISA membership dues for Jim	\$282.00
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<i>ISA - Total For Parks - Urban Forestry</i>			<i>\$282.00</i>
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ISA - ALL DEPARTMENTS	\$282.00
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ITC ELECTRICAL TECHN

ITC ELECTRICAL TECHN	WWTP Operations	Troubleshoot PLC and HMI issues in DAFT. Se	\$1,962.90
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<i>ITC ELECTRICAL TECHN - Total For WWTP Operations</i>			<i>\$1,962.90</i>
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ITC ELECTRICAL TECHN - ALL DEPARTMENTS	\$1,962.90
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J J KELLER & ASSOCIA

J J KELLER & ASSOCIA	Risk Management	Subscription to Safety Training and Program	\$1,295.00
<i>J J KELLER & ASSOCIA - Total For Risk Management</i>			<i>\$1,295.00</i>
J J KELLER & ASSOCIA - ALL DEPARTMENTS			\$1,295.00

JC GOLF ACCESSORIES

JC GOLF ACCESSORIES	Golf	Golf Inventory	\$587.59
<i>JC GOLF ACCESSORIES - Total For Golf</i>			<i>\$587.59</i>
JC GOLF ACCESSORIES	Golf - Operations	Cart Key Tags	\$101.50
<i>JC GOLF ACCESSORIES - Total For Golf - Operations</i>			<i>\$101.50</i>
JC GOLF ACCESSORIES - ALL DEPARTMENTS			\$689.09

JERSEY MIKES

JERSEY MIKES	River Volunteer Events	Lunch during volunteer Russian olive dig day	\$358.20
<i>JERSEY MIKES - Total For River Volunteer Events</i>			<i>\$358.20</i>
JERSEY MIKES - ALL DEPARTMENTS			\$358.20

KEYHOLE TECHNOLOGIES

KEYHOLE TECHNOLOGIES	Water Distribution	Street signs, cones, etc	\$1,934.31
<i>KEYHOLE TECHNOLOGIES - Total For Water Distribution</i>			<i>\$1,934.31</i>
KEYHOLE TECHNOLOGIES - ALL DEPARTMENTS			\$1,934.31

KISTLER TENT AND AWN

KISTLER TENT AND AWN	Streets	6x10 Flag for Streets	\$190.00
<i>KISTLER TENT AND AWN - Total For Streets</i>			<i>\$190.00</i>
KISTLER TENT AND AWN - ALL DEPARTMENTS			\$190.00

KNIFE RIVER/JTL

KNIFE RIVER/JTL	Capital Projects Fund	Goodstein Parking Lot Improvem	\$17,930.06
KNIFE RIVER/JTL	Capital Projects Fund	Events Drive Improvements	\$207,407.05
KNIFE RIVER/JTL	Capital Projects Fund	Contract Withholding: 21300095	\$15,946.12

<i>KNIFE RIVER/JTL - Total For Capital Projects Fund</i>			<i>\$241,283.23</i>
KNIFE RIVER/JTL	Streets	57 Rock	\$914.38
KNIFE RIVER/JTL	Streets	1/2" plant mix	\$647.28
KNIFE RIVER/JTL	Streets	1/2" plant mix	\$349.74
KNIFE RIVER/JTL	Streets	57 Rock	\$1,401.52
KNIFE RIVER/JTL	Streets	1/2" plant mix	\$288.84
<i>KNIFE RIVER/JTL - Total For Streets</i>			<i>\$3,601.76</i>
KNIFE RIVER/JTL	Water Distribution	3/4 Rock, Short Load Fee, Fuel Surcharge	\$418.50
KNIFE RIVER/JTL	Water Distribution	1"-2" Landscaper rock	\$1,852.35
<i>KNIFE RIVER/JTL - Total For Water Distribution</i>			<i>\$2,270.85</i>
KNIFE RIVER/JTL - ALL DEPARTMENTS			\$247,155.84

L.N. CURTIS & SONS I

L.N. CURTIS & SONS I	Fire-EMS Operations	Structural Boots	\$440.00
<i>L.N. CURTIS & SONS I - Total For Fire-EMS Operations</i>			<i>\$440.00</i>
L.N. CURTIS & SONS I - ALL DEPARTMENTS			\$440.00

LAWSON PRODUCTS INC

LAWSON PRODUCTS INC	Fleet Maintenance Fund	Monthly rental	\$375.00
LAWSON PRODUCTS INC	Fleet Maintenance Fund	Monthly rental	\$525.00
<i>LAWSON PRODUCTS INC - Total For Fleet Maintenance Fund</i>			<i>\$900.00</i>
LAWSON PRODUCTS INC - ALL DEPARTMENTS			\$900.00

LISA'S SPIC N SPAN

LISA'S SPIC N SPAN	Balefill - Disposal & Landfill	Janitorial service	\$325.00
<i>LISA'S SPIC N SPAN - Total For Balefill - Disposal & Landfill</i>			<i>\$325.00</i>
LISA'S SPIC N SPAN - ALL DEPARTMENTS			\$325.00

LITTLE AMERICA

LITTLE AMERICA	City Manager	Fuel expense during ICMA	\$51.62
<i>LITTLE AMERICA - Total For City Manager</i>			<i>\$51.62</i>
LITTLE AMERICA	WWTP Pretreatment	Fuel	\$19.58
<i>LITTLE AMERICA - Total For WWTP Pretreatment</i>			<i>\$19.58</i>

LITTLE AMERICA - ALL DEPARTMENTS	\$71.20
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LONG BUILDING TECHNO

LONG BUILDING TECHNO	Balefill - Diversion & Special	Thermostat repair	\$250.00
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<i>LONG BUILDING TECHNO - Total For Balefill - Diversion & Special</i>			<i>\$250.00</i>
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LONG BUILDING TECHNO - ALL DEPARTMENTS	\$250.00
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LOWER & CO PC

LOWER & CO PC	CWR System Agency	Water Treatment Plant Roof Structure Repai	\$600.00
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<i>LOWER & CO PC - Total For CWR System Agency</i>			<i>\$600.00</i>
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LOWER & CO PC - ALL DEPARTMENTS	\$600.00
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LUBRICATION ENGINEER

LUBRICATION ENGINEER	WWTP Operations	Lubricant	\$316.29
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<i>LUBRICATION ENGINEER - Total For WWTP Operations</i>			<i>\$316.29</i>
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LUBRICATION ENGINEER - ALL DEPARTMENTS	\$316.29
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MAGNET FORENSICS USA

MAGNET FORENSICS USA	Police Investigations	PROFESSIONAL SERVICES NOT ELSEWHERE C	\$4,380.00
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<i>MAGNET FORENSICS USA - Total For Police Investigations</i>			<i>\$4,380.00</i>
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MAGNET FORENSICS USA - ALL DEPARTMENTS	\$4,380.00
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MCDONALD'S F13570

MCDONALD'S F13570	Special Fire Assistance Fund	Breakfast 9/17/21 while on KNP Complex Fir	\$13.38
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<i>MCDONALD'S F13570 - Total For Special Fire Assistance Fund</i>			<i>\$13.38</i>
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MCDONALD'S F13570 - ALL DEPARTMENTS	\$13.38
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MCDONALD'S F13573

MCDONALD'S F13573	Special Fire Assistance Fund	Lunch 10/2/21 while working the KNP Compl	\$12.45
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<i>MCDONALD'S F13573 - Total For Special Fire Assistance Fund</i>			<i>\$12.45</i>
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MCDONALD'S F13573 - ALL DEPARTMENTS

\$12.45

MCDONALD'S F24497

MCDONALD'S F24497	Special Fire Assistance Fund	Lunch 9/17/21 while on KNP Complex Fire -	\$11.10
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<i>MCDONALD'S F24497 - Total For Special Fire Assistance Fund</i>			<i>\$11.10</i>
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MCDONALD'S F24497 - ALL DEPARTMENTS

\$11.10

MENARDS CASPER WY

MENARDS CASPER WY	Balefill - Baler Processing	BALER OP SUPPLIES	\$90.87
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<i>MENARDS CASPER WY - Total For Balefill - Baler Processing</i>			<i>\$90.87</i>
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MENARDS CASPER WY	Capital Projects Fund	Material for training tower	\$30.24
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<i>MENARDS CASPER WY - Total For Capital Projects Fund</i>			<i>\$30.24</i>
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MENARDS CASPER WY	Fire-EMS Training	Rebar, rebar ties, and screed board	\$297.86
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MENARDS CASPER WY	Fire-EMS Training	Tools for concrete work at drill tower	\$19.97
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<i>MENARDS CASPER WY - Total For Fire-EMS Training</i>			<i>\$317.83</i>
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MENARDS CASPER WY	Golf - Operations	30 & 32 MM COMBO WRENCHES	\$28.33
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<i>MENARDS CASPER WY - Total For Golf - Operations</i>			<i>\$28.33</i>
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MENARDS CASPER WY	Parks - Parks Maint.	Safety marker for OYD parking lot	\$80.72
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MENARDS CASPER WY	Parks - Parks Maint.	HOME SUPPLY WAREHOUSE STORES	\$61.60
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<i>MENARDS CASPER WY - Total For Parks - Parks Maint.</i>			<i>\$142.32</i>
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MENARDS CASPER WY	Police Administration	HOME SUPPLY WAREHOUSE STORES-Drying r	\$145.90
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<i>MENARDS CASPER WY - Total For Police Administration</i>			<i>\$145.90</i>
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MENARDS CASPER WY	Refuse - Residential	FENCE REPAIR AND COMB BUILDING	\$101.98
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<i>MENARDS CASPER WY - Total For Refuse - Residential</i>			<i>\$101.98</i>
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MENARDS CASPER WY	Streets	Concrete Screws, Bits & Socket	\$54.55
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MENARDS CASPER WY	Streets	Concrete Screws and Drill Adaptors	\$59.83
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<i>MENARDS CASPER WY - Total For Streets</i>			<i>\$114.38</i>
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MENARDS CASPER WY	Traffic Control	Lag screws to attach signs to wood poles	\$26.99
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MENARDS CASPER WY	Traffic Control	Outlets for Christmas light repair	\$101.97
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<i>MENARDS CASPER WY - Total For Traffic Control</i>			<i>\$128.96</i>
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MENARDS CASPER WY	Water Distribution	HOME SUPPLY WAREHOUSE STORES	(\$16.14)
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MENARDS CASPER WY	Water Distribution	FLUSHING GAUGE REPAIR	\$58.64
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<i>MENARDS CASPER WY - Total For Water Distribution</i>			<i>\$42.50</i>
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MENARDS CASPER WY - ALL DEPARTMENTS

\$1,143.31

MICHAELS STORES

MICHAELS STORES	Police Administration	ARTIST SUPPLY STORES, CRAFT SHOPS	\$8.98
<i>MICHAELS STORES - Total For Police Administration</i>			<i>\$8.98</i>
MICHAELS STORES	Public Transit - Operations	OFFICE letters for exterior of the building	\$9.58
MICHAELS STORES	Public Transit - Operations	OFFICE letters for exterior building	\$19.94
MICHAELS STORES	Public Transit - Operations	ARTIST SUPPLY STORES, CRAFT SHOPS	(\$7.18)
<i>MICHAELS STORES - Total For Public Transit - Operations</i>			<i>\$22.34</i>

MICHAELS STORES - ALL DEPARTMENTS

\$31.32

MICHAELSFENCE&SUPPLY

MICHAELSFENCE&SUPPLY	Parks - Parks Maint.	Cap for bolard for the pathway to Riverview	\$3.02
MICHAELSFENCE&SUPPLY	Parks - Parks Maint.	Caps for bollards for pathway to Riverview	\$9.06
<i>MICHAELSFENCE&SUPPLY - Total For Parks - Parks Maint.</i>			<i>\$12.08</i>

MICHAELSFENCE&SUPPLY - ALL DEPARTMENTS

\$12.08

MIDLAND SCIENTIFIC I

MIDLAND SCIENTIFIC I	WWTP Operations	Lab supplies	\$314.85
<i>MIDLAND SCIENTIFIC I - Total For WWTP Operations</i>			<i>\$314.85</i>

MIDLAND SCIENTIFIC I - ALL DEPARTMENTS

\$314.85

ML AUTOMOTIVE

ML AUTOMOTIVE	Fleet Maintenance Fund	Vehicle alignment	\$130.00
ML AUTOMOTIVE	Fleet Maintenance Fund	Vehicle alignment	\$65.00
ML AUTOMOTIVE	Fleet Maintenance Fund	Vehicle alignment	\$105.00
ML AUTOMOTIVE	Fleet Maintenance Fund	Vehicle alignment	\$130.00
ML AUTOMOTIVE	Fleet Maintenance Fund	Vehicle alignment	\$65.00
ML AUTOMOTIVE	Fleet Maintenance Fund	Vehicle alignment	\$130.00
ML AUTOMOTIVE	Fleet Maintenance Fund	Vehicle alignment	\$130.00
<i>ML AUTOMOTIVE - Total For Fleet Maintenance Fund</i>			<i>\$755.00</i>

ML AUTOMOTIVE - ALL DEPARTMENTS

\$755.00

MOBILE CONCRETE, INC

MOBILE CONCRETE, INC	Water Distribution	FILL SAND	\$1,526.24
MOBILE CONCRETE, INC	Water Distribution	FILL SAND	\$4,200.72
MOBILE CONCRETE, INC	Water Distribution	FILL SAND	\$2,259.52
<i>MOBILE CONCRETE, INC - Total For Water Distribution</i>			<i>\$7,986.48</i>
MOBILE CONCRETE, INC - ALL DEPARTMENTS			\$7,986.48

MOUNTAIN STATES

MOUNTAIN STATES	Parks - Parks Maint.	Printing service - business cards	\$71.14
<i>MOUNTAIN STATES - Total For Parks - Parks Maint.</i>			<i>\$71.14</i>
MOUNTAIN STATES - ALL DEPARTMENTS			\$71.14

MOUNTAIN WEST TECHNO

MOUNTAIN WEST TECHNO	Buildings & Structures Fund	Acct #13502	\$49.95
<i>MOUNTAIN WEST TECHNO - Total For Buildings & Structures Fund</i>			<i>\$49.95</i>
MOUNTAIN WEST TECHNO - ALL DEPARTMENTS			\$49.95

MUNICIPAL CODE CORP.

MUNICIPAL CODE CORP.	Balefill - Baler Processing	Copies of Supplement 81 to the Code of Ord	\$242.54
<i>MUNICIPAL CODE CORP. - Total For Balefill - Baler Processing</i>			<i>\$242.54</i>
MUNICIPAL CODE CORP.	City Attorney	Copies of Supplement 81 to the Code of Ord	\$1,455.18
<i>MUNICIPAL CODE CORP. - Total For City Attorney</i>			<i>\$1,455.18</i>
MUNICIPAL CODE CORP.	City Manager	Copies of Supplement 81 to the Code of Ord	\$242.54
<i>MUNICIPAL CODE CORP. - Total For City Manager</i>			<i>\$242.54</i>
MUNICIPAL CODE CORP. - ALL DEPARTMENTS			\$1,940.26

MURDOCH'S RANCH&HOME

MURDOCH'S RANCH&HOM	Buildings & Structures Fund	Supplies to winterize Parks Facilities	\$159.60
<i>MURDOCH'S RANCH&HOME - Total For Buildings & Structures Fund</i>			<i>\$159.60</i>
MURDOCH'S RANCH&HOM	Public Transit - Operations	Ice Slicer Container	\$94.99
<i>MURDOCH'S RANCH&HOME - Total For Public Transit - Operations</i>			<i>\$94.99</i>

MURDOCH'S RANCH&HOME - ALL DEPARTMENTS

\$254.59

MYERS & SONS CONSTRU

MYERS & SONS CONSTRU	WWTP Operations	Weld patches on secondary piping	\$19,417.00
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<i>MYERS & SONS CONSTRU - Total For WWTP Operations</i>			<i>\$19,417.00</i>
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MYERS & SONS CONSTRU - ALL DEPARTMENTS

\$19,417.00

NACE INTERNATIONAL

NACE INTERNATIONAL	Water Tanks	CHARITABLE AND SOCIAL SERVICE ANNUAL	\$150.00
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<i>NACE INTERNATIONAL - Total For Water Tanks</i>			<i>\$150.00</i>
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NACE INTERNATIONAL - ALL DEPARTMENTS

\$150.00

NAPA AUTO PARTS CORP

NAPA AUTO PARTS CORP	Balefill - Baler Processing	Evap cooler motor	\$599.99
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<i>NAPA AUTO PARTS CORP - Total For Balefill - Baler Processing</i>			<i>\$599.99</i>
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NAPA AUTO PARTS CORP	Balefill - Diversion & Special	Scaler	\$190.00
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<i>NAPA AUTO PARTS CORP - Total For Balefill - Diversion & Special</i>			<i>\$190.00</i>
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NAPA AUTO PARTS CORP	City Council	October 2021 Stmt	\$2,580.82
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<i>NAPA AUTO PARTS CORP - Total For City Council</i>			<i>\$2,580.82</i>
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NAPA AUTO PARTS CORP	Fleet Maintenance Fund	October 2021 Stmt	\$784.97
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NAPA AUTO PARTS CORP	Fleet Maintenance Fund	October 2021 Stmt	\$12,856.17
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NAPA AUTO PARTS CORP	Fleet Maintenance Fund	October 2021 Stmt	\$381.55
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NAPA AUTO PARTS CORP	Fleet Maintenance Fund	October 2021 Stmt	\$93,684.28
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<i>NAPA AUTO PARTS CORP - Total For Fleet Maintenance Fund</i>			<i>\$107,706.97</i>
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NAPA AUTO PARTS CORP	Water Distribution	SNOW BRUSHES & POWER SERVICE	\$179.16
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NAPA AUTO PARTS CORP	Water Distribution	Saw parts	\$50.93
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<i>NAPA AUTO PARTS CORP - Total For Water Distribution</i>			<i>\$230.09</i>
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NAPA AUTO PARTS CORP - ALL DEPARTMENTS

\$111,307.87

NATIONAL EMERGENCY T

NATIONAL EMERGENCY T	Fire-EMS Training	Meal ticket at NFA for a training	\$318.56
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<i>NATIONAL EMERGENCY T - Total For Fire-EMS Training</i>			<i>\$318.56</i>
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NATIONAL EMERGENCY T - ALL DEPARTMENTS

\$318.56

NETMOTION SOFTWARE

NETMOTION SOFTWARE	Police Administration	Netmotion maintenance renewal	\$11,948.43
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<i>NETMOTION SOFTWARE - Total For Police Administration</i>			<i>\$11,948.43</i>
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NETMOTION SOFTWARE - ALL DEPARTMENTS

\$11,948.43

NOLAND FEED

NOLAND FEED	Hogadon - Operations	Feed bags	\$76.80
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<i>NOLAND FEED - Total For Hogadon - Operations</i>			<i>\$76.80</i>
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NOLAND FEED - ALL DEPARTMENTS

\$76.80

NORCO, INC.

NORCO, INC.	Aquatics - Operations	Trash Bags for Party Room	\$64.12
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NORCO, INC.	Aquatics - Operations	Sent Misters	\$121.74
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<i>NORCO, INC. - Total For Aquatics - Operations</i>			<i>\$185.86</i>
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NORCO, INC.	Fleet Maintenance Fund	Cylinder Rental	\$145.08
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<i>NORCO, INC. - Total For Fleet Maintenance Fund</i>			<i>\$145.08</i>
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NORCO, INC.	Golf - Operations	1 year lease of oxygen and acetylene tanks	\$243.50
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<i>NORCO, INC. - Total For Golf - Operations</i>			<i>\$243.50</i>
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NORCO, INC.	Metro Animal Shelter	Disinfectant	\$128.89
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NORCO, INC.	Metro Animal Shelter	Cleanser	\$33.84
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NORCO, INC.	Metro Animal Shelter	LAB/MEDICAL/DENTAL/OPHTHALMIC HOSPI	\$677.71
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<i>NORCO, INC. - Total For Metro Animal Shelter</i>			<i>\$840.44</i>
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NORCO, INC.	WWTP Operations	LAB/MEDICAL/DENTAL/OPHTHALMIC HOSPI	\$16.96
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NORCO, INC.	WWTP Operations	Maintenance supplies	\$448.48
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<i>NORCO, INC. - Total For WWTP Operations</i>			<i>\$465.44</i>
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NORCO, INC. - ALL DEPARTMENTS

\$1,880.32

NORTH PARK TRANSPORA

NORTH PARK TRANSPORA	Balefill - Baler Processing	Hydraulic cylinder	\$792.16
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<i>NORTH PARK TRANSPORA - Total For Balefill - Baler Processing</i>			<i>\$792.16</i>
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NORTH PARK TRANSPORA - ALL DEPARTMENTS	\$792.16
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NORTH RIDGE FIRE EQU

NORTH RIDGE FIRE EQU	Fire-EMS Operations	Hose and hose supplies	\$1,215.06
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<i>NORTH RIDGE FIRE EQU - Total For Fire-EMS Operations</i>			<i>\$1,215.06</i>
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NORTH RIDGE FIRE EQU - ALL DEPARTMENTS	\$1,215.06
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NORTHERN LIGHTS MANU

NORTHERN LIGHTS MANU	Refuse - Commercial	Inspection hole repair	\$1,650.00
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<i>NORTHERN LIGHTS MANU - Total For Refuse - Commercial</i>			<i>\$1,650.00</i>
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NORTHERN LIGHTS MANU - ALL DEPARTMENTS	\$1,650.00
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NORTHWEST CONTRACTOR

NORTHWEST CONTRACTOR	Balefill - Baler Processing	Tarps & battery bin tool	\$734.14
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NORTHWEST CONTRACTOR	Balefill - Baler Processing	Wire bench grinder wheel, socket set	\$358.43
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<i>NORTHWEST CONTRACTOR - Total For Balefill - Baler Processing</i>			<i>\$1,092.57</i>
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NORTHWEST CONTRACTOR	Refuse - Commercial	Chainsaw kit, drill, tape measure, misc tools	\$854.89
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<i>NORTHWEST CONTRACTOR - Total For Refuse - Commercial</i>			<i>\$854.89</i>
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NORTHWEST CONTRACTOR	Refuse - Residential	Chainsaw kit, drill, tape measure, misc tools	\$120.72
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<i>NORTHWEST CONTRACTOR - Total For Refuse - Residential</i>			<i>\$120.72</i>
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NORTHWEST CONTRACTOR	Sewer Wastewater Collection safety supplies		\$53.70
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<i>NORTHWEST CONTRACTOR - Total For Sewer Wastewater Collection</i>			<i>\$53.70</i>
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NORTHWEST CONTRACTOR	Streets	Concrete Bits and Screws	\$58.58
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<i>NORTHWEST CONTRACTOR - Total For Streets</i>			<i>\$58.58</i>
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NORTHWEST CONTRACTOR - ALL DEPARTMENTS	\$2,180.46
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NVA CASPER VETERINAR

NVA CASPER VETERINAR	Metro Animal Shelter	Veterinary service on cat	\$656.62
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<i>NVA CASPER VETERINAR - Total For Metro Animal Shelter</i>			<i>\$656.62</i>
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NVA CASPER VETERINAR - ALL DEPARTMENTS	\$656.62
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OFFICE DEPOT

OFFICE DEPOT	Human Resources	7 Stacking Wall Pockets, 1 pack partition han	\$54.62
<i>OFFICE DEPOT - Total For Human Resources</i>			\$54.62
OFFICE DEPOT - ALL DEPARTMENTS			\$54.62

ONE CALL OF WY.

ONE CALL OF WY.	Parks - Parks Maint.	Tickets for August 2021	\$87.00
ONE CALL OF WY.	Parks - Parks Maint.	Tickets for October 2021	\$48.75
ONE CALL OF WY.	Parks - Parks Maint.	Tickets for September 2021	\$60.75
ONE CALL OF WY. - Total For Parks - Parks Maint.			\$196.50
ONE CALL OF WY.	Sewer Wastewater Collection Tickets for October 2021		\$275.40
ONE CALL OF WY. - Total For Sewer Wastewater Collection			\$275.40
ONE CALL OF WY.	Traffic Control	Tickets for October 2021	\$126.75
ONE CALL OF WY. - Total For Traffic Control			\$126.75
ONE CALL OF WY.	Water Distribution	Tickets for October 2021	\$336.60
ONE CALL OF WY. - Total For Water Distribution			\$336.60
ONE CALL OF WY. - ALL DEPARTMENTS			\$935.25

O'REILLY AUTO PARTS

O'REILLY AUTO PARTS	Public Transit - Operations	Fuel Filter	\$36.74
<i>O'REILLY AUTO PARTS - Total For Public Transit - Operations</i>			\$36.74
O'REILLY AUTO PARTS	Regional Water Operations	VEHICLES SUPPLIES	\$49.58
<i>O'REILLY AUTO PARTS - Total For Regional Water Operations</i>			\$49.58
O'REILLY AUTO PARTS - ALL DEPARTMENTS			\$86.32

OVERHEAD DOOR CO

OVERHEAD DOOR CO	Buildings & Structures Fund	Bay door repair	\$2,060.12
<i>OVERHEAD DOOR CO - Total For Buildings & Structures Fund</i>			\$2,060.12
OVERHEAD DOOR CO - ALL DEPARTMENTS			\$2,060.12

OWPSACSTATE

OWPSACSTATE	WWTP Operations	Training course	\$50.00
<i>OWPSACSTATE - Total For WWTP Operations</i>			\$50.00

OWPSACSTATE - ALL DEPARTMENTS	\$50.00
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PACIFIC STEEL BRANCH

PACIFIC STEEL BRANCH	Parks - Parks Maint.	steel bollards for new pathway to Riverview	\$88.25
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<i>PACIFIC STEEL BRANCH - Total For Parks - Parks Maint.</i>			<i>\$88.25</i>
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PACIFIC STEEL BRANCH - ALL DEPARTMENTS	\$88.25
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PAPA JOHN'S #1393

PAPA JOHN'S #1393	Police Administration	FAST FOOD RESTAURANTS	\$59.66
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<i>PAPA JOHN'S #1393 - Total For Police Administration</i>			<i>\$59.66</i>
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PAPA JOHN'S #1393	Rec Center - Special Program	Fall CArnival CRF	\$65.90
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<i>PAPA JOHN'S #1393 - Total For Rec Center - Special Programs</i>			<i>\$65.90</i>
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PAPA JOHN'S #1393 - ALL DEPARTMENTS	\$125.56
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PEDEN'S INC

PEDEN'S INC	Balefill - Disposal & Landfill	Shirts, screen printing service	\$200.00
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<i>PEDEN'S INC - Total For Balefill - Disposal & Landfill</i>			<i>\$200.00</i>
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PEDEN'S INC	Refuse - Recycling	Shirts, screen printing service	\$220.00
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<i>PEDEN'S INC - Total For Refuse - Recycling</i>			<i>\$220.00</i>
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PEDEN'S INC - ALL DEPARTMENTS	\$420.00
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PEPPER TANK & CONTRA

PEPPER TANK & CONTRA	WWTP Operations	Rolled mild steel plates for patches	\$2,564.00
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<i>PEPPER TANK & CONTRA - Total For WWTP Operations</i>			<i>\$2,564.00</i>
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PEPPER TANK & CONTRA - ALL DEPARTMENTS	\$2,564.00
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PEPSI COLA OF CASPER

PEPSI COLA OF CASPER	Aquatics - Concessions	Beverage delivery	\$58.30
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PEPSI COLA OF CASPER	Aquatics - Concessions	Beverage delivery	\$831.48
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PEPSI COLA OF CASPER	Aquatics - Concessions	Beverage delivery	\$28.50
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PEPSI COLA OF CASPER	Aquatics - Concessions	Beverage delivery	\$64.10
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PEPSI COLA OF CASPER	Aquatics - Concessions	Beverage delivery	\$58.30
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PEPSI COLA OF CASPER	Aquatics - Concessions	Beverage delivery	\$35.05
<i>PEPSI COLA OF CASPER - Total For Aquatics - Concessions</i>			<i>\$1,075.73</i>
PEPSI COLA OF CASPER - ALL DEPARTMENTS			\$1,075.73

PETSMART #3082

PETSMART #3082	Metro Animal Shelter	PET SHOPS-PET FOOD AND SUPPLY STORES	\$26.99
<i>PETSMART #3082 - Total For Metro Animal Shelter</i>			<i>\$26.99</i>
PETSMART #3082 - ALL DEPARTMENTS			\$26.99

PORTER, MUIRHEAD, CO

PORTER, MUIRHEAD, CO	Finance	2022 Audit Fees	\$20,000.00
<i>PORTER, MUIRHEAD, CO - Total For Finance</i>			<i>\$20,000.00</i>
PORTER, MUIRHEAD, CO - ALL DEPARTMENTS			\$20,000.00

POWER SYSTEMS WEST C

POWER SYSTEMS WEST C	WWTP Regional Interceptors	Oil filter	\$184.23
<i>POWER SYSTEMS WEST C - Total For WWTP Regional Interceptors</i>			<i>\$184.23</i>
POWER SYSTEMS WEST C - ALL DEPARTMENTS			\$184.23

PROACTIVE SPORTS

PROACTIVE SPORTS	Golf	Golf Inventory- Push Carts	\$804.16
<i>PROACTIVE SPORTS - Total For Golf</i>			<i>\$804.16</i>
PROACTIVE SPORTS - ALL DEPARTMENTS			\$804.16

PROFESSIONAL CLEANIN

PROFESSIONAL CLEANIN	WWTP Operations	Cleaning service - October 2021	\$1,395.00
<i>PROFESSIONAL CLEANIN - Total For WWTP Operations</i>			<i>\$1,395.00</i>
PROFESSIONAL CLEANIN - ALL DEPARTMENTS			\$1,395.00

QUALITY OFFICE SOLUT

QUALITY OFFICE SOLUT	Human Resources	1 pk normal size rubber bands, 1 bag long ru	\$6.58
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QUALITY OFFICE SOLUT - Total For Human Resources	\$6.58
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QUALITY OFFICE SOLUT - ALL DEPARTMENTS	\$6.58
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R & R REST STOPS

R & R REST STOPS	Capital Projects Fund	Portable restroom for Training Facility	\$600.00
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<i>R & R REST STOPS - Total For Capital Projects Fund</i>	<i>\$600.00</i>
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R & R REST STOPS - ALL DEPARTMENTS	\$600.00
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RESPOND FIRST AID OF

RESPOND FIRST AID OF	Public Transit - Operations	First Aid Kit Supplies	\$56.70
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<i>RESPOND FIRST AID OF - Total For Public Transit - Operations</i>	<i>\$56.70</i>
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RESPOND FIRST AID OF	WWTP Operations	First aid supplies	\$440.70
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<i>RESPOND FIRST AID OF - Total For WWTP Operations</i>	<i>\$440.70</i>
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RESPOND FIRST AID OF - ALL DEPARTMENTS	\$497.40
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RIDGELINE FRONT DESK

RIDGELINE FRONT DESK	Public Safety Communication	LODGING, HOTELS, MOTELS, RESORTS	\$402.00
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<i>RIDGELINE FRONT DESK - Total For Public Safety Communications</i>	<i>\$402.00</i>
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RIDGELINE FRONT DESK - ALL DEPARTMENTS	\$402.00
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RJ'S CARPET CLEANING

RJ'S CARPET CLEANING	Regional Water Operations	Floor waxing service	\$200.00
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<i>RJ'S CARPET CLEANING - Total For Regional Water Operations</i>	<i>\$200.00</i>
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RJ'S CARPET CLEANING - ALL DEPARTMENTS	\$200.00
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RMI CASPER

RMI CASPER	Buildings & Structures Fund	PPE for BAS Shop	\$138.60
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<i>RMI CASPER - Total For Buildings & Structures Fund</i>	<i>\$138.60</i>
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RMI CASPER	Streets	Hoodies and jackets for new operators	\$196.38
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RMI CASPER	Streets	Gloves and Earplugs	\$383.67
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<i>RMI CASPER - Total For Streets</i>	<i>\$580.05</i>
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RMI CASPER	WWTP Operations	Calibration gas	\$98.00
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RMI CASPER - Total For WWTP Operations	\$98.00
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RMI CASPER - ALL DEPARTMENTS	\$816.65
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Rocky Mountain

Rocky Mountain	Regional Water Operations	Chemicals	\$4,225.90
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Rocky Mountain - Total For Regional Water Operations	\$4,225.90
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Rocky Mountain - ALL DEPARTMENTS	\$4,225.90
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ROCKY MOUNTAIN POWER

ROCKY MOUNTAIN POWER	Aquatics - Operations	Acct #54730761-088 1	\$3,701.12
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ROCKY MOUNTAIN POWER - Total For Aquatics - Operations	\$3,701.12
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ROCKY MOUNTAIN POWER	Balefill - Disposal & Landfill	Acct #54730761-090 7	\$11,441.59
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ROCKY MOUNTAIN POWER	Balefill - Disposal & Landfill	Acct #54730761-139 2	\$450.69
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ROCKY MOUNTAIN POWER - Total For Balefill - Disposal & Landfill	\$11,892.28
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ROCKY MOUNTAIN POWER	Cemetery	Acct #54730761-092 3	\$98.10
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ROCKY MOUNTAIN POWER	Cemetery	Acct #54730761-092 3	\$115.69
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ROCKY MOUNTAIN POWER - Total For Cemetery	\$213.79
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ROCKY MOUNTAIN POWER	City Center Building	Acct #54730761-093 1	\$929.58
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ROCKY MOUNTAIN POWER - Total For City Center Building	\$929.58
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ROCKY MOUNTAIN POWER	City Hall	Acct #54730761-093 1	\$3,503.14
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ROCKY MOUNTAIN POWER - Total For City Hall	\$3,503.14
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ROCKY MOUNTAIN POWER	Fire-EMS Administration	Acct #60445507-008 5	\$1,605.69
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ROCKY MOUNTAIN POWER - Total For Fire-EMS Administration	\$1,605.69
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ROCKY MOUNTAIN POWER	Fleet Maintenance Fund	Acct #54730761-096 4	\$2,922.12
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ROCKY MOUNTAIN POWER - Total For Fleet Maintenance Fund	\$2,922.12
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ROCKY MOUNTAIN POWER	Golf - Operations	Acct #54730761-099 8	\$3,249.87
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ROCKY MOUNTAIN POWER - Total For Golf - Operations	\$3,249.87
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ROCKY MOUNTAIN POWER	Ice Arena - Operations	Acct #54730761-101 2	\$2,664.52
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ROCKY MOUNTAIN POWER	Ice Arena - Operations	Acct #54730761-147 5	\$3,445.53
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ROCKY MOUNTAIN POWER - Total For Ice Arena - Operations	\$6,110.05
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ROCKY MOUNTAIN POWER	Marathon Building	Acct #54730761-093 1	\$608.37
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ROCKY MOUNTAIN POWER - Total For Marathon Building	\$608.37
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ROCKY MOUNTAIN POWER	Metro Animal Shelter	Acct #54730761-102 0	\$960.33
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ROCKY MOUNTAIN POWER - Total For Metro Animal Shelter	\$960.33
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ROCKY MOUNTAIN POWER	Miller St. Dormitory	Acct #54730761-093 1	\$58.05
<i>ROCKY MOUNTAIN POWER - Total For Miller St. Dormitory</i>			<i>\$58.05</i>
ROCKY MOUNTAIN POWER	Parks - Athletic Maint.	Acct #54730761-093 1	\$991.81
<i>ROCKY MOUNTAIN POWER - Total For Parks - Athletic Maint.</i>			<i>\$991.81</i>
ROCKY MOUNTAIN POWER	Parks - Parks Maint.	Acct #54730761-103 8	\$1,549.91
ROCKY MOUNTAIN POWER	Parks - Parks Maint.	Acct #54730761-103 8	\$1,935.23
<i>ROCKY MOUNTAIN POWER - Total For Parks - Parks Maint.</i>			<i>\$3,485.14</i>
ROCKY MOUNTAIN POWER	Parks - Special Areas	Acct #54730761-148 3	\$113.28
ROCKY MOUNTAIN POWER	Parks - Special Areas	Acct #54730761-148 3	\$58.96
<i>ROCKY MOUNTAIN POWER - Total For Parks - Special Areas</i>			<i>\$172.24</i>
ROCKY MOUNTAIN POWER	Police Administration	Acct #54730761-104 6	\$98.40
<i>ROCKY MOUNTAIN POWER - Total For Police Administration</i>			<i>\$98.40</i>
ROCKY MOUNTAIN POWER	Public Safety Communication	Acct #54730761-146 7	\$239.83
<i>ROCKY MOUNTAIN POWER - Total For Public Safety Communications</i>			<i>\$239.83</i>
ROCKY MOUNTAIN POWER	Rec Center - Operations	Acct #54730761-095 6	\$3,342.56
<i>ROCKY MOUNTAIN POWER - Total For Rec Center - Operations</i>			<i>\$3,342.56</i>
ROCKY MOUNTAIN POWER	Traffic Control	Acct #54730761-106 1	\$46,536.14
ROCKY MOUNTAIN POWER	Traffic Control	Acct #54730761-118 6	\$68.27
<i>ROCKY MOUNTAIN POWER - Total For Traffic Control</i>			<i>\$46,604.41</i>
ROCKY MOUNTAIN POWER	Water Tanks	Acct #54730761-135 0	\$73.53
ROCKY MOUNTAIN POWER	Water Tanks	Acct #54730761-002 2	\$1,629.77
<i>ROCKY MOUNTAIN POWER - Total For Water Tanks</i>			<i>\$1,703.30</i>
ROCKY MOUNTAIN POWER	WWTP Operations	Acct #54730761-108 7	\$23,415.30
ROCKY MOUNTAIN POWER	WWTP Operations	Acct #54730761-004 8	\$196.71
<i>ROCKY MOUNTAIN POWER - Total For WWTP Operations</i>			<i>\$23,612.01</i>
ROCKY MOUNTAIN POWER - ALL DEPARTMENTS			\$116,004.09

ROCKY MTN. FIRE SYST

ROCKY MTN. FIRE SYST	Ft. Caspar Museum	Annual inspection of alarms at museum and	\$191.00
<i>ROCKY MTN. FIRE SYST - Total For Ft. Caspar Museum</i>			<i>\$191.00</i>
ROCKY MTN. FIRE SYST - ALL DEPARTMENTS			\$191.00

Router

Router	Parks - Parks Maint.	Porta-John from R&R	\$104.40
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Rooter	Parks - Parks Maint.	Porta-John from R&R	\$644.85
Rooter	Parks - Parks Maint.	Porta-John from R&R	\$331.65
Rooter	Parks - Parks Maint.	Porta-John from R&R	\$508.16
<i>Rooter - Total For Parks - Parks Maint.</i>			<i>\$1,589.06</i>
Rooter - ALL DEPARTMENTS			\$1,589.06

ROTO ROOTER

ROTO ROOTER	WWTP Operations	Sewer line service	\$242.00
<i>ROTO ROOTER - Total For WWTP Operations</i>			<i>\$242.00</i>
ROTO ROOTER - ALL DEPARTMENTS			\$242.00

SAFARILAND TRAINING

SAFARILAND TRAINING	Police Career Services	SCHOOLS AND EDUCATIONAL SERVICES NOT	\$2,685.00
<i>SAFARILAND TRAINING - Total For Police Career Services</i>			<i>\$2,685.00</i>
SAFARILAND TRAINING - ALL DEPARTMENTS			\$2,685.00

SAFARILAND, LLC

SAFARILAND, LLC	Police Career Services	INDUSTRIAL SUPPLIES NOT ESLEWHERE CLAS	\$176.93
<i>SAFARILAND, LLC - Total For Police Career Services</i>			<i>\$176.93</i>
SAFARILAND, LLC - ALL DEPARTMENTS			\$176.93

SAFE KIDS WORLDWIDE

SAFE KIDS WORLDWIDE	Fire-EMS Training	Car seat technician renewal for Markovich	\$55.00
<i>SAFE KIDS WORLDWIDE - Total For Fire-EMS Training</i>			<i>\$55.00</i>
SAFE KIDS WORLDWIDE - ALL DEPARTMENTS			\$55.00

SAFETY KLEEN SYSTEMS

SAFETY KLEEN SYSTEMS	Golf - Operations	Parts Washer rental - and cleanout	\$521.68
<i>SAFETY KLEEN SYSTEMS - Total For Golf - Operations</i>			<i>\$521.68</i>
SAFETY KLEEN SYSTEMS - ALL DEPARTMENTS			\$521.68

SAMS CLUB #6425

SAMS CLUB #6425	Code Enforcement	WHOLESALE CLUBS - paper products for offic	\$105.57
<i>SAMS CLUB #6425 - Total For Code Enforcement</i>			<i>\$105.57</i>
SAMS CLUB #6425	Ice Arena - Concessions	CONCESSIONS	\$242.12
<i>SAMS CLUB #6425 - Total For Ice Arena - Concessions</i>			<i>\$242.12</i>
SAMS CLUB #6425 - ALL DEPARTMENTS			\$347.69

SAMSClub #6425

SAMSClub #6425	Code Enforcement	WHOLESALE CLUBS - Coffee for Department	\$75.30
<i>SAMSClub #6425 - Total For Code Enforcement</i>			<i>\$75.30</i>
SAMSClub #6425	Fire-EMS Operations	Station Supplies	\$298.85
<i>SAMSClub #6425 - Total For Fire-EMS Operations</i>			<i>\$298.85</i>
SAMSClub #6425	Fleet Maintenance Fund	SUPPLIES, DAWN DISH SOAP, PLATES & ALCO	\$62.34
<i>SAMSClub #6425 - Total For Fleet Maintenance Fund</i>			<i>\$62.34</i>
SAMSClub #6425	Police Administration	WHOLESALE CLUBS	\$43.96
<i>SAMSClub #6425 - Total For Police Administration</i>			<i>\$43.96</i>
SAMSClub #6425	Public Transit - Operations	General Supplies	\$93.96
<i>SAMSClub #6425 - Total For Public Transit - Operations</i>			<i>\$93.96</i>
SAMSClub #6425	Rec Center - Special Program	Fall Carnival Supplies CRF	\$311.16
<i>SAMSClub #6425 - Total For Rec Center - Special Programs</i>			<i>\$311.16</i>
SAMSClub #6425	WWTP Operations	Cleaning, kitchen supplies	\$212.54
<i>SAMSClub #6425 - Total For WWTP Operations</i>			<i>\$212.54</i>
SAMSClub #6425 - ALL DEPARTMENTS			\$1,098.11

SAMSClub.COM

SAMSClub.COM	Balefill - Disposal & Landfill	COMB BUILDING SUPPLIES	\$51.54
<i>SAMSClub.COM - Total For Balefill - Disposal & Landfill</i>			<i>\$51.54</i>
SAMSClub.COM	Fleet Maintenance Fund	ANNUAL MEMBERSHIP FEE	\$100.00
<i>SAMSClub.COM - Total For Fleet Maintenance Fund</i>			<i>\$100.00</i>
SAMSClub.COM - ALL DEPARTMENTS			\$151.54

SCREEN USA INC

SCREEN USA INC	Balefill - Diversion & Special	TEETH GRINDER PARTS FOR #141486 COMP	\$968.29
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SCREEN USA INC - Total For Balefill - Diversion & Special			\$968.29
SCREEN USA INC - ALL DEPARTMENTS			\$968.29
SHELL OIL 1000791000			
SHELL OIL 1000791000	Special Fire Assistance Fund	Fuel while traveling while working the KNP C	\$32.67
SHELL OIL 1000791000 - Total For Special Fire Assistance Fund			\$32.67
SHELL OIL 1000791000 - ALL DEPARTMENTS			\$32.67
SHELL OIL 5744427890			
SHELL OIL 5744427890	Police Career Services	AUTOMATED FUEL DISPENSERS	\$31.19
SHELL OIL 5744427890 - Total For Police Career Services			\$31.19
SHELL OIL 5744427890 - ALL DEPARTMENTS			\$31.19
SHELL OIL 5744427920			
SHELL OIL 5744427920	Fire-EMS Operations	Fuel	\$62.80
SHELL OIL 5744427920	Fire-EMS Operations	Fuel	\$38.27
SHELL OIL 5744427920 - Total For Fire-EMS Operations			\$101.07
SHELL OIL 5744427920 - ALL DEPARTMENTS			\$101.07
SHERATON			
SHERATON	Risk Management	PRIMA Conference - Hotel & Meals	\$1,035.13
SHERATON - Total For Risk Management			\$1,035.13
SHERATON - ALL DEPARTMENTS			\$1,035.13
SHERRIE'S PLACE			
SHERRIE'S PLACE	Police Grants Fund	EATING PLACES, RESTAURANTS	\$142.83
SHERRIE'S PLACE - Total For Police Grants Fund			\$142.83
SHERRIE'S PLACE - ALL DEPARTMENTS			\$142.83
SHERWIN-WILLIAMS COR			
SHERWIN-WILLIAMS COR	Rec Center - Operations	GLASS, PAINT, WALLPAPER STORES CRC Rep	\$111.88

<i>SHERWIN-WILLIAMS COR - Total For Rec Center - Operations</i>			<i>\$111.88</i>
SHERWIN-WILLIAMS COR	Regional Water Operations	Paint & supplies	\$242.32
<i>SHERWIN-WILLIAMS COR - Total For Regional Water Operations</i>			<i>\$242.32</i>
SHERWIN-WILLIAMS COR - ALL DEPARTMENTS			\$354.20

SHOSHONE DISTRIBUTIN

SHOSHONE DISTRIBUTIN	General Fund Revenue	Assorted shirts for resale in museum store	\$549.00
<i>SHOSHONE DISTRIBUTIN - Total For General Fund Revenue</i>			<i>\$549.00</i>
SHOSHONE DISTRIBUTIN - ALL DEPARTMENTS			\$549.00

SIMPLOT T&H DEN

SIMPLOT T&H DEN	Golf - Operations	Fungicide	\$625.87
<i>SIMPLOT T&H DEN - Total For Golf - Operations</i>			<i>\$625.87</i>
SIMPLOT T&H DEN	Weed & Pest Fund	Fungicide	\$625.88
<i>SIMPLOT T&H DEN - Total For Weed & Pest Fund</i>			<i>\$625.88</i>
SIMPLOT T&H DEN - ALL DEPARTMENTS			\$1,251.75

SIX ROBBLEES INC

SIX ROBBLEES INC	Refuse - Residential	Tow hitch & locking pin	\$226.25
<i>SIX ROBBLEES INC - Total For Refuse - Residential</i>			<i>\$226.25</i>
SIX ROBBLEES INC - ALL DEPARTMENTS			\$226.25

SMARSH, INC

SMARSH, INC	Information Services	Archive Email	\$1,884.00
<i>SMARSH, INC - Total For Information Services</i>			<i>\$1,884.00</i>
SMARSH, INC - ALL DEPARTMENTS			\$1,884.00

SMITH PSYCHOLOGICAL

SMITH PSYCHOLOGICAL	Police Career Services	Confidential legal or medical matters	\$1,306.48
<i>SMITH PSYCHOLOGICAL - Total For Police Career Services</i>			<i>\$1,306.48</i>
SMITH PSYCHOLOGICAL - ALL DEPARTMENTS			\$1,306.48

SONNYS RV SALES

SONNYS RV SALES	Streets	October Propane	\$123.03
<i>SONNYS RV SALES - Total For Streets</i>			<i>\$123.03</i>
SONNYS RV SALES - ALL DEPARTMENTS			\$123.03

SOURCE OFFICE

SOURCE OFFICE	Public Safety Communication	STATIONERY,OFFICE SUPPLIES,PRINTING AN	\$79.97
<i>SOURCE OFFICE - Total For Public Safety Communications</i>			<i>\$79.97</i>
SOURCE OFFICE - ALL DEPARTMENTS			\$79.97

SPARE LABS INC

SPARE LABS INC	Public Transit - CARES Act	Oct. 2021 metered max active vehicles	\$1,500.00
<i>SPARE LABS INC - Total For Public Transit - CARES Act</i>			<i>\$1,500.00</i>
SPARE LABS INC - ALL DEPARTMENTS			\$1,500.00

SPF45

SPF45	Police Career Services	AUTOMATED FUEL DISPENSERS	\$77.06
<i>SPF45 - Total For Police Career Services</i>			<i>\$77.06</i>
SPF45 - ALL DEPARTMENTS			\$77.06

SQ ABLE EQUIPMENT C

SQ ABLE EQUIPMENT C	WWTP Operations	Controller	\$817.20
<i>SQ ABLE EQUIPMENT C - Total For WWTP Operations</i>			<i>\$817.20</i>
SQ ABLE EQUIPMENT C - ALL DEPARTMENTS			\$817.20

SQ AIR SHELTERS

SQ AIR SHELTERS	Fire-EMS Operations	Zumro - Valves for RRT2 Tents. 7467 Alumin	\$97.60
<i>SQ AIR SHELTERS - Total For Fire-EMS Operations</i>			<i>\$97.60</i>
SQ AIR SHELTERS - ALL DEPARTMENTS			\$97.60

SQ ELECTON SERVICE

SQ ELECTON SERVICE	Fire-EMS Operations	Rays Electron Services - Remote starter	\$549.95
SQ ELECTON SERVICE	Fire-EMS Operations	Ray's Electron Service - Remote start for C. Si	\$549.95
SQ ELECTON SERVICE	Fire-EMS Operations	Remote Start for Unit 111199 - Chief Garvin	\$549.95

<i>SQ ELECTON SERVICE - Total For Fire-EMS Operations</i>			<i>\$1,649.85</i>
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SQ ELECTON SERVICE - ALL DEPARTMENTS			\$1,649.85
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SQ FCMA

SQ FCMA	Ft. Caspar Museum	Reimbursement for coordination and payme	\$1,652.00
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<i>SQ FCMA - Total For Ft. Caspar Museum</i>			<i>\$1,652.00</i>
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SQ FCMA - ALL DEPARTMENTS			\$1,652.00
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SQ GREAT HARVEST BA

SQ GREAT HARVEST BA	Human Resources	1/2 dozen doughnuts for Celebration with Ca	\$8.00
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<i>SQ GREAT HARVEST BA - Total For Human Resources</i>			<i>\$8.00</i>
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SQ GREAT HARVEST BA - ALL DEPARTMENTS			\$8.00
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SQ PAPA JOHNS

SQ PAPA JOHNS	Ice Arena - Concessions	Papa Johns September	\$66.91
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<i>SQ PAPA JOHNS - Total For Ice Arena - Concessions</i>			<i>\$66.91</i>
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SQ PAPA JOHNS - ALL DEPARTMENTS			\$66.91
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SQ PEDEN'S INC.

SQ PEDEN'S INC.	Balefill - Disposal & Landfill	LDF UNIFORM SHIRTS	\$200.00
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<i>SQ PEDEN'S INC. - Total For Balefill - Disposal & Landfill</i>			<i>\$200.00</i>
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SQ PEDEN'S INC.	Human Resources	1 Retirement Plaque	\$35.00
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<i>SQ PEDEN'S INC. - Total For Human Resources</i>			<i>\$35.00</i>
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SQ PEDEN'S INC.	Metro Animal Control	MEN'S AND WOMEN'S CLOTHING STORES	\$74.00
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<i>SQ PEDEN'S INC. - Total For Metro Animal Control</i>			<i>\$74.00</i>
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SQ PEDEN'S INC.	Public Safety Communication	MEN'S AND WOMEN'S CLOTHING STORES	\$236.00
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<i>SQ PEDEN'S INC. - Total For Public Safety Communications</i>			<i>\$236.00</i>
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SQ PEDEN'S INC.	Water Distribution	Uniform shirt embroidery	\$230.00
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SQ PEDEN'S INC. - Total For Water Distribution	\$230.00
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SQ PEDEN'S INC. - ALL DEPARTMENTS	\$775.00
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SQ THE CHEESE BARRE

SQ THE CHEESE BARRE	City Manager	Lunch meeting	\$32.84
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SQ THE CHEESE BARRE - Total For City Manager	\$32.84
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SQ THE CHEESE BARRE - ALL DEPARTMENTS	\$32.84
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STAPLES

STAPLES	Cemetery	STATIONARY, CEMETERY OFFICE SUPPLIES	\$76.39
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STAPLES - Total For Cemetery	\$76.39
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STAPLES	Fire-EMS Administration	4ft USBC charging cable and pocket folders	\$31.28
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STAPLES - Total For Fire-EMS Administration	\$31.28
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STAPLES	Fire-EMS Operations	Station Supplies	\$51.97
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STAPLES - Total For Fire-EMS Operations	\$51.97
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STAPLES	Fire-EMS Prevent & Inspect	Credit for return of Invisible Shield iPad glass	(\$129.98)
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STAPLES - Total For Fire-EMS Prevent & Inspect	(\$129.98)
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STAPLES	Fleet Maintenance Fund	REFILLS FOR NOTEBOOK	\$8.98
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STAPLES	Fleet Maintenance Fund	REFILLS FOR NOTEBOOK/ SEE CREDIT/ TAX W	\$9.43
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STAPLES	Fleet Maintenance Fund	STATIONARY, OFFICE AND SCHOOL SUPPLY S	(\$9.43)
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STAPLES - Total For Fleet Maintenance Fund	\$8.98
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STAPLES	Hogadon - Admin	OFFICE SUPPLY	\$122.28
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STAPLES - Total For Hogadon - Admin	\$122.28
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STAPLES	Ice Arena - Operations	LABEL MAKER AND LABEL PAPER	\$69.16
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STAPLES - Total For Ice Arena - Operations	\$69.16
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STAPLES	Planning	STATIONARY, OFFICE AND SCHOOL SUPPLY S	\$75.85
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STAPLES - Total For Planning	\$75.85
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STAPLES	Police Administration	STATIONARY, OFFICE AND SCHOOL SUPPLY S	\$23.09
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STAPLES - Total For Police Administration	\$23.09
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STAPLES - ALL DEPARTMENTS	\$329.02
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STARBUCKS FAT

STARBUCKS FAT	Special Fire Assistance Fund	Breakfast 10/2/21 while working the KNP Co	\$5.91
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STARBUCKS FAT - Total For Special Fire Assistance Fund	\$5.91
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STARBUCKS FAT - ALL DEPARTMENTS	\$5.91
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STATE OF WY.

STATE OF WY.	Aquatics - Concessions	October 2021 Sales Tax	\$4.55
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STATE OF WY. - Total For Aquatics - Concessions			\$4.55
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STATE OF WY.	Aquatics - Operations	October 2021 Sales Tax	\$0.29
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STATE OF WY. - Total For Aquatics - Operations			\$0.29
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STATE OF WY.	Balefill - Disposal & Landfill	October 2021 Sales Tax	\$95.98
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STATE OF WY. - Total For Balefill - Disposal & Landfill			\$95.98
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STATE OF WY.	Finance	CPA License Renewal - Wyoming Board of CP	\$190.00
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STATE OF WY. - Total For Finance			\$190.00
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STATE OF WY.	Ft. Caspar Museum	October 2021 Sales Tax	\$356.78
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STATE OF WY. - Total For Ft. Caspar Museum			\$356.78
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STATE OF WY.	Golf - Operations	October 2021 Sales Tax	\$62.95
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STATE OF WY. - Total For Golf - Operations			\$62.95
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STATE OF WY.	Health Insurance Fund	November 2021 Retiree Subsidy	\$5,190.33
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STATE OF WY. - Total For Health Insurance Fund			\$5,190.33
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STATE OF WY.	Ice Arena - Concessions	October 2021 Sales Tax	\$223.59
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STATE OF WY. - Total For Ice Arena - Concessions			\$223.59
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STATE OF WY.	Ice Arena - Operations	October 2021 Sales Tax	\$7.51
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STATE OF WY. - Total For Ice Arena - Operations			\$7.51
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STATE OF WY.	Police Administration	Anthony Stedillie Notary Public Application	\$60.00
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STATE OF WY. - Total For Police Administration			\$60.00
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STATE OF WY.	WWTP Operations	Loan #CW027	\$673,544.85
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STATE OF WY. - Total For WWTP Operations			\$673,544.85
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STATE OF WY. - ALL DEPARTMENTS	\$679,736.83
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STERLING

STERLING	Human Resources	Centralized employee backgroun	\$382.98
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STERLING - Total For Human Resources			\$382.98
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STERLING - ALL DEPARTMENTS	\$382.98
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SUTHERLANDS 2219

SUTHERLANDS 2219	Metro Animal Shelter	LUMBER AND BUILDING MATERIALS STORES	\$670.80
<i>SUTHERLANDS 2219 - Total For Metro Animal Shelter</i>			<i>\$670.80</i>
SUTHERLANDS 2219 - ALL DEPARTMENTS			\$670.80

TEMPLEPUBLI

TEMPLEPUBLI	Police Career Services	NATIONAL MINORITY UPDATE - POLICE OFFI	\$195.00
<i>TEMPLEPUBLI - Total For Police Career Services</i>			<i>\$195.00</i>
TEMPLEPUBLI - ALL DEPARTMENTS			\$195.00

TERMINIX OF WYOMING

TERMINIX OF WYOMING	Balefill - Diversion & Special	PEST CONTROL	\$80.00
<i>TERMINIX OF WYOMING - Total For Balefill - Diversion & Special</i>			<i>\$80.00</i>
TERMINIX OF WYOMING - ALL DEPARTMENTS			\$80.00

THE GOODYEAR TIRE &

THE GOODYEAR TIRE &	Fleet Maintenance Fund	Vehicle repair	\$297.50
THE GOODYEAR TIRE &	Fleet Maintenance Fund	Vehicle axle alignment	\$270.75
<i>THE GOODYEAR TIRE & - Total For Fleet Maintenance Fund</i>			<i>\$568.25</i>
THE GOODYEAR TIRE & - ALL DEPARTMENTS			\$568.25

THE HOME DEPOT

THE HOME DEPOT	Golf - Operations	Mailbox for golf course	\$79.62
<i>THE HOME DEPOT - Total For Golf - Operations</i>			<i>\$79.62</i>
THE HOME DEPOT	Hogadon - Operations	Shop tools winter	\$408.31
<i>THE HOME DEPOT - Total For Hogadon - Operations</i>			<i>\$408.31</i>
THE HOME DEPOT	Parks - Parks Maint.	Plywood & OSB for Conwell Park Holiday squ	\$100.56
THE HOME DEPOT	Parks - Parks Maint.	HOME SUPPLY WAREHOUSE STORES	\$215.52
<i>THE HOME DEPOT - Total For Parks - Parks Maint.</i>			<i>\$316.08</i>
THE HOME DEPOT	Police Administration	HOME SUPPLY WAREHOUSE STORES	\$5.56
THE HOME DEPOT	Police Administration	HOME SUPPLY WAREHOUSE STORES	(\$29.70)
THE HOME DEPOT	Police Administration	HOME SUPPLY WAREHOUSE STORES	\$29.70

THE HOME DEPOT	Police Administration	HOME SUPPLY WAREHOUSE STORES	\$19.86
<i>THE HOME DEPOT - Total For Police Administration</i>			\$25.42
THE HOME DEPOT	Police Investigations	HOME SUPPLY WAREHOUSE STORES	\$111.92
<i>THE HOME DEPOT - Total For Police Investigations</i>			\$111.92
THE HOME DEPOT	Public Transit - Operations	Snow Blower	\$549.00
<i>THE HOME DEPOT - Total For Public Transit - Operations</i>			\$549.00
THE HOME DEPOT	Regional Water Operations	Office supplies	\$32.40
<i>THE HOME DEPOT - Total For Regional Water Operations</i>			\$32.40
THE HOME DEPOT	River Volunteer Events	Shovels and Pickaxes for platte river revival	\$485.58
THE HOME DEPOT	River Volunteer Events	Shovels and pickaxes for platte river revival	\$93.92
<i>THE HOME DEPOT - Total For River Volunteer Events</i>			\$579.50
THE HOME DEPOT	Traffic Control	Sawzall blades	\$42.94
<i>THE HOME DEPOT - Total For Traffic Control</i>			\$42.94
THE HOME DEPOT - ALL DEPARTMENTS			\$2,145.19

THE INTERNATIONAL SO

THE INTERNATIONAL SO	Fire-EMS Training	Refund for cancelled ISFSI Class	(\$50.00)
<i>THE INTERNATIONAL SO - Total For Fire-EMS Training</i>			(\$50.00)
THE INTERNATIONAL SO - ALL DEPARTMENTS			(\$50.00)

THE OFFICE SHOP, INC

THE OFFICE SHOP, INC	Fire-EMS Administration	September canon charges	\$40.61
<i>THE OFFICE SHOP, INC - Total For Fire-EMS Administration</i>			\$40.61
THE OFFICE SHOP, INC - ALL DEPARTMENTS			\$40.61

THE UPS STORE

THE UPS STORE	Cemetery	BUSINESS SERVICES UPS PACKAGE OF TIRES	\$65.08
<i>THE UPS STORE - Total For Cemetery</i>			\$65.08
THE UPS STORE - ALL DEPARTMENTS			\$65.08

THE WASH LLC

THE WASH LLC	Police Traffic Enforcement	Car wash	\$159.68
<i>THE WASH LLC - Total For Police Traffic Enforcement</i>			\$159.68

THE WASH LLC - ALL DEPARTMENTS	\$159.68
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THIRTY THREE MILE RO

THIRTY THREE MILE RO	Sewer Wastewater Collection Flushing of water monthly fee	\$107.80
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<i>THIRTY THREE MILE RO - Total For Sewer Wastewater Collection</i>		<i>\$107.80</i>
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THIRTY THREE MILE RO - ALL DEPARTMENTS	\$107.80
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TLO TRANSUNION

TLO TRANSUNION	Police Investigations	COMPUTER AND DATA PROCESSING SERVICE	\$534.90
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<i>TLO TRANSUNION - Total For Police Investigations</i>			<i>\$534.90</i>
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TLO TRANSUNION - ALL DEPARTMENTS	\$534.90
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TOOLE DESIGN

TOOLE DESIGN	Metropolitan Planning Org	Casper area bike & pedestrian plan update	\$5,910.31
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<i>TOOLE DESIGN - Total For Metropolitan Planning Org</i>			<i>\$5,910.31</i>
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TOOLE DESIGN - ALL DEPARTMENTS	\$5,910.31
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TOP OFFICE PRODUCTS

TOP OFFICE PRODUCTS	City Attorney	October 2021 copy charge	\$194.96
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<i>TOP OFFICE PRODUCTS - Total For City Attorney</i>			<i>\$194.96</i>
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TOP OFFICE PRODUCTS	Fleet Maintenance Fund	October 2021 copy charge	\$68.45
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<i>TOP OFFICE PRODUCTS - Total For Fleet Maintenance Fund</i>			<i>\$68.45</i>
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TOP OFFICE PRODUCTS	Parks - Parks Maint.	October 2021 copy charge	\$68.45
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<i>TOP OFFICE PRODUCTS - Total For Parks - Parks Maint.</i>			<i>\$68.45</i>
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TOP OFFICE PRODUCTS	Streets	October 2021 copy charge	\$68.45
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<i>TOP OFFICE PRODUCTS - Total For Streets</i>			<i>\$68.45</i>
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TOP OFFICE PRODUCTS	Water Distribution	October 2021 copy charge	\$74.36
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<i>TOP OFFICE PRODUCTS - Total For Water Distribution</i>			<i>\$74.36</i>
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TOP OFFICE PRODUCTS	WWTP Operations	August 2021 copy charge	\$105.40
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TOP OFFICE PRODUCTS	WWTP Operations	September 2021 copy charge	\$124.60
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<i>TOP OFFICE PRODUCTS - Total For WWTP Operations</i>			<i>\$230.00</i>
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TOP OFFICE PRODUCTS - ALL DEPARTMENTS	\$704.67
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TOWNSQUARE MEDIA, IN

TOWNSQUARE MEDIA, IN	Golf - Operations	ADVERTISING SERVICES	\$1,000.00
<i>TOWNSQUARE MEDIA, IN - Total For Golf - Operations</i>			<i>\$1,000.00</i>
TOWNSQUARE MEDIA, IN - ALL DEPARTMENTS			\$1,000.00

TRACTOR SUPPLY CO

TRACTOR SUPPLY CO	Balefill - Baler Processing	BALER BLDG PARTS 141494	\$67.95
<i>TRACTOR SUPPLY CO - Total For Balefill - Baler Processing</i>			<i>\$67.95</i>
TRACTOR SUPPLY CO - ALL DEPARTMENTS			\$67.95

TRAVELOCITY 72171036

TRAVELOCITY 72171036	Fire-EMS Training	Fees for flight to BWI for NFA class	\$39.74
<i>TRAVELOCITY 72171036 - Total For Fire-EMS Training</i>			<i>\$39.74</i>
TRAVELOCITY 72171036 - ALL DEPARTMENTS			\$39.74

TRIHYDRO CORP.

TRIHYDRO CORP.	Capital Projects Fund	Phase I Environmental Assess @ 123 W 1st S	\$7,850.00
<i>TRIHYDRO CORP. - Total For Capital Projects Fund</i>			<i>\$7,850.00</i>
TRIHYDRO CORP. - ALL DEPARTMENTS			\$7,850.00

TST JAMBA JUICE

TST JAMBA JUICE	City Manager	Food expense during ICMA	\$5.79
<i>TST JAMBA JUICE - Total For City Manager</i>			<i>\$5.79</i>
TST JAMBA JUICE - ALL DEPARTMENTS			\$5.79

TYLER TECHNOLOGIES I

TYLER TECHNOLOGIES I	Balefill - Disposal & Landfill	Gems S028911 - Tyler Conversio	\$141.74
<i>TYLER TECHNOLOGIES I - Total For Balefill - Disposal & Landfill</i>			<i>\$141.74</i>
TYLER TECHNOLOGIES I	Capital Projects Fund	Gems S028911 - Tyler Conversio	\$2,647.46
<i>TYLER TECHNOLOGIES I - Total For Capital Projects Fund</i>			<i>\$2,647.46</i>
TYLER TECHNOLOGIES I	Refuse - Residential	Gems S028911 - Tyler Conversio	\$324.14

<i>TYLER TECHNOLOGIES I - Total For Refuse - Residential</i>			<i>\$324.14</i>
TYLER TECHNOLOGIES I	Regional Water Operations	Gems S028911 - Tyler Conversio	\$183.54
<i>TYLER TECHNOLOGIES I - Total For Regional Water Operations</i>			<i>\$183.54</i>
TYLER TECHNOLOGIES I	Sewer Wastewater Collection	Gems S028911 - Tyler Conversio	\$158.08
<i>TYLER TECHNOLOGIES I - Total For Sewer Wastewater Collection</i>			<i>\$158.08</i>
TYLER TECHNOLOGIES I	Water Distribution	Gems S028911 - Tyler Conversio	\$345.04
<i>TYLER TECHNOLOGIES I - Total For Water Distribution</i>			<i>\$345.04</i>
TYLER TECHNOLOGIES I - ALL DEPARTMENTS			\$3,800.00

TYPEFORM S.L

TYPEFORM S.L	Golf - Operations	MANAGEMENT, CONSULTING AND PUBLIC R	\$48.50
<i>TYPEFORM S.L - Total For Golf - Operations</i>			<i>\$48.50</i>
TYPEFORM S.L - ALL DEPARTMENTS			\$48.50

UBER TRIP

UBER TRIP	City Manager	Uber expenses during ICMA	\$36.40
UBER TRIP	City Manager	Uber expense during ICMA	\$12.97
UBER TRIP	City Manager	Tip for Uber ride	\$1.00
<i>UBER TRIP - Total For City Manager</i>			<i>\$50.37</i>
UBER TRIP	Police Career Services	TAXICABS/LIMOUSINES	\$8.71
<i>UBER TRIP - Total For Police Career Services</i>			<i>\$8.71</i>
UBER TRIP - ALL DEPARTMENTS			\$59.08

UNITED 0162375945

UNITED 0162375945	Sewer Wastewater Collection travel to WWETT show for Matt Wilhelms	\$577.80
UNITED 0162375945	Sewer Wastewater Collection travel to WWETT show for Krista Johnston	\$577.80
<i>UNITED 0162375945 - Total For Sewer Wastewater Collection</i>		<i>\$1,155.60</i>
UNITED 0162375945 - ALL DEPARTMENTS		\$1,155.60

UNITED 0167651279

UNITED 0167651279	Fire-EMS Training	Flight to BWI for NFA class	\$548.10
<i>UNITED 0167651279 - Total For Fire-EMS Training</i>			<i>\$548.10</i>

UNITED 0167651279 - ALL DEPARTMENTS	\$548.10
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UNITED 0169943146

UNITED 0169943146	Special Fire Assistance Fund	Baggage Fee for flight to KNP Complex fire	\$35.00
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<i>UNITED 0169943146 - Total For Special Fire Assistance Fund</i>			<i>\$35.00</i>
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UNITED 0169943146 - ALL DEPARTMENTS	\$35.00
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UNITED 0169945872

UNITED 0169945872	Special Fire Assistance Fund	Baggage fee while traveling from working th	\$35.00
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<i>UNITED 0169945872 - Total For Special Fire Assistance Fund</i>			<i>\$35.00</i>
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UNITED 0169945872 - ALL DEPARTMENTS	\$35.00
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UPS 0000008F045W371

UPS 0000008F045W371	Regional Water Operations	Postage	\$228.20
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<i>UPS 0000008F045W371 - Total For Regional Water Operations</i>			<i>\$228.20</i>
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UPS 0000008F045W371 - ALL DEPARTMENTS	\$228.20
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UPS 0000008F045W411

UPS 0000008F045W411	Regional Water Operations	Postage	\$230.31
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<i>UPS 0000008F045W411 - Total For Regional Water Operations</i>			<i>\$230.31</i>
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UPS 0000008F045W411 - ALL DEPARTMENTS	\$230.31
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URGENT CARE OF CASPE

URGENT CARE OF CASPE	Property Insurance Fund	MEDICAL SERVICES & HEALTH PRACTITIONER	\$85.00
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<i>URGENT CARE OF CASPE - Total For Property Insurance Fund</i>			<i>\$85.00</i>
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URGENT CARE OF CASPE - ALL DEPARTMENTS	\$85.00
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USPS PO 5715580478

USPS PO 5715580478	Rec Center - Admin	POSTAGE STAMPS for CRC	\$64.40
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<i>USPS PO 5715580478 - Total For Rec Center - Admin</i>			<i>\$64.40</i>
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USPS PO 5715580478 - ALL DEPARTMENTS

\$64.40

UV DOCTOR LAMPS LLC

UV DOCTOR LAMPS LLC	WWTP Operations	Ballasts	\$1,679.71
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<i>UV DOCTOR LAMPS LLC - Total For WWTP Operations</i>			\$1,679.71
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UV DOCTOR LAMPS LLC - ALL DEPARTMENTS

\$1,679.71

VERIZON CONNECT NWF

VERIZON CONNECT NWF	Code Enforcement	September 2021 monthly service	\$145.71
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VERIZON CONNECT NWF	Code Enforcement	October 2021 monthly service	\$145.71
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<i>VERIZON CONNECT NWF - Total For Code Enforcement</i>			\$291.42
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VERIZON CONNECT NWF	Fleet Maintenance Fund	October 2021 monthly service	\$16.19
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VERIZON CONNECT NWF	Fleet Maintenance Fund	September 2021 monthly service	\$16.19
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<i>VERIZON CONNECT NWF - Total For Fleet Maintenance Fund</i>			\$32.38
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VERIZON CONNECT NWF	Parks - Parks Maint.	September 2021 monthly service	\$291.42
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VERIZON CONNECT NWF	Parks - Parks Maint.	October 2021 monthly service	\$291.42
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<i>VERIZON CONNECT NWF - Total For Parks - Parks Maint.</i>			\$582.84
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VERIZON CONNECT NWF	Refuse - Residential	September 2021 monthly service	\$550.46
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VERIZON CONNECT NWF	Refuse - Residential	October 2021 monthly service	\$550.46
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<i>VERIZON CONNECT NWF - Total For Refuse - Residential</i>			\$1,100.92
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VERIZON CONNECT NWF	Sewer Wastewater Collection	October 2021 monthly service	\$48.57
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VERIZON CONNECT NWF	Sewer Wastewater Collection	September 2021 monthly service	\$48.57
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<i>VERIZON CONNECT NWF - Total For Sewer Wastewater Collection</i>			\$97.14
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VERIZON CONNECT NWF	Streets	September 2021 monthly service	\$518.08
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VERIZON CONNECT NWF	Streets	October 2021 monthly service	\$518.08
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<i>VERIZON CONNECT NWF - Total For Streets</i>			\$1,036.16
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VERIZON CONNECT NWF	Water Distribution	October 2021 monthly service	\$161.90
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VERIZON CONNECT NWF	Water Distribution	September 2021 monthly service	\$161.90
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<i>VERIZON CONNECT NWF - Total For Water Distribution</i>			\$323.80
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VERIZON CONNECT NWF - ALL DEPARTMENTS

\$3,464.66

VERIZON WIRELESS

VERIZON WIRELESS	Balefill - Disposal & Landfill	Acct #642199740-00001	\$40.01
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<i>VERIZON WIRELESS - Total For Balefill - Disposal & Landfill</i>			<i>\$40.01</i>
VERIZON WIRELESS	Fire-EMS Administration	Acct #571507176-00002	\$120.03
VERIZON WIRELESS	Fire-EMS Administration	Acct #571507176-00001	\$3,985.19
<i>VERIZON WIRELESS - Total For Fire-EMS Administration</i>			<i>\$4,105.22</i>
VERIZON WIRELESS	WWTP Operations	Acct #842227834-00001	\$147.25
<i>VERIZON WIRELESS - Total For WWTP Operations</i>			<i>\$147.25</i>
VERIZON WIRELESS - ALL DEPARTMENTS			\$4,292.48

VISTAPR VISTAPRINT.C

VISTAPR VISTAPRINT.C	Hogadon - Operations	MISCELLANEOUS PUBLISHING & PRINTING	\$28.34
VISTAPR VISTAPRINT.C	Hogadon - Operations	MISCELLANEOUS PUBLISHING & PRINTING	(\$1.36)
<i>VISTAPR VISTAPRINT.C - Total For Hogadon - Operations</i>			<i>\$26.98</i>
VISTAPR VISTAPRINT.C	Human Resources	CASPER IS KIND STICKERS	\$88.19
<i>VISTAPR VISTAPRINT.C - Total For Human Resources</i>			<i>\$88.19</i>
VISTAPR VISTAPRINT.C - ALL DEPARTMENTS			\$115.17

VZWRLSS IVR VB

VZWRLSS IVR VB	Cemetery	TELECOMMUNICATION SERV.INCLUD. LOCAL	\$40.01
<i>VZWRLSS IVR VB - Total For Cemetery</i>			<i>\$40.01</i>
VZWRLSS IVR VB - ALL DEPARTMENTS			\$40.01

WAL-MART #1617

WAL-MART #1617	Code Enforcement	GROCERY STORES, SUPERMARKETS - Coffee	\$3.94
<i>WAL-MART #1617 - Total For Code Enforcement</i>			<i>\$3.94</i>
WAL-MART #1617	Fire-EMS Administration	Water and coffee for fire admin	\$36.30
<i>WAL-MART #1617 - Total For Fire-EMS Administration</i>			<i>\$36.30</i>
WAL-MART #1617	Ice Arena - Concessions	CONCESSION	\$41.40
<i>WAL-MART #1617 - Total For Ice Arena - Concessions</i>			<i>\$41.40</i>
WAL-MART #1617	Public Transit - Operations	Snow Shovels	\$101.64
WAL-MART #1617	Public Transit - Operations	11 Snow Shovels Returned	(\$123.64)
WAL-MART #1617	Public Transit - Operations	2 Snow Shovels, Paper Bowls	\$29.04
WAL-MART #1617	Public Transit - Operations	Snow Shovels	\$216.04
<i>WAL-MART #1617 - Total For Public Transit - Operations</i>			<i>\$223.08</i>

WAL-MART #1617	Rec Center - Special Program	Fall Carnival Supplies CRF	\$65.75
<i>WAL-MART #1617 - Total For Rec Center - Special Programs</i>			<i>\$65.75</i>
WAL-MART #1617 - ALL DEPARTMENTS			\$370.47

WAMCO LABS, INC.

WAMCO LABS, INC.	WWTP Pretreatment	Whole Effluent Toxicity Test	\$1,000.00
<i>WAMCO LABS, INC. - Total For WWTP Pretreatment</i>			<i>\$1,000.00</i>
WAMCO LABS, INC. - ALL DEPARTMENTS			\$1,000.00

WARDWELL WATER & SEW

WARDWELL WATER & SEW	Regional Water Operations	Water Charge 9/20/21 - 10/20/21	\$40.74
<i>WARDWELL WATER & SEW - Total For Regional Water Operations</i>			<i>\$40.74</i>
WARDWELL WATER & SEW - ALL DEPARTMENTS			\$40.74

WARNE CHEMICAL AND E

WARNE CHEMICAL AND E	Weed & Pest Fund	Pump for sprayer	\$215.00
<i>WARNE CHEMICAL AND E - Total For Weed & Pest Fund</i>			<i>\$215.00</i>
WARNE CHEMICAL AND E - ALL DEPARTMENTS			\$215.00

WASTEQUIP

WASTEQUIP	WWTP Operations	30 cubic yard roll-off dumpster	\$8,626.11
<i>WASTEQUIP - Total For WWTP Operations</i>			<i>\$8,626.11</i>
WASTEQUIP - ALL DEPARTMENTS			\$8,626.11

WEAR PARTS INC

WEAR PARTS INC	Fleet Maintenance Fund	MOTOR VEHICLE SUPPLIES AND NEW PARTS	\$20.70
<i>WEAR PARTS INC - Total For Fleet Maintenance Fund</i>			<i>\$20.70</i>
WEAR PARTS INC	Traffic Control	Bolts , Nuts and Washers for sign repair & ins	\$246.92
<i>WEAR PARTS INC - Total For Traffic Control</i>			<i>\$246.92</i>
WEAR PARTS INC	Water Distribution	POP RIVETS & WASHERS	\$15.97
<i>WEAR PARTS INC - Total For Water Distribution</i>			<i>\$15.97</i>
WEAR PARTS INC	WWTP Operations	Hardware	\$4.82

WEAR PARTS INC - Total For WWTP Operations			\$4.82
WEAR PARTS INC - ALL DEPARTMENTS			\$288.41
WEST PUBLISHING CORP			
WEST PUBLISHING CORP	City Attorney	Online/software subscription charges	\$1,323.30
WEST PUBLISHING CORP	City Attorney	Library plan charges	\$143.25
WEST PUBLISHING CORP - Total For City Attorney			\$1,466.55
WEST PUBLISHING CORP - ALL DEPARTMENTS			\$1,466.55
WESTCOAST ROTOR, INC			
WESTCOAST ROTOR, INC	WWTP Operations	TWAS pump stator	\$1,999.00
WESTCOAST ROTOR, INC	WWTP Operations	Gear joint kit	\$1,129.33
WESTCOAST ROTOR, INC	WWTP Operations	Slinger ring	\$54.76
WESTCOAST ROTOR, INC	WWTP Operations	Gear joint kit	\$1,533.14
WESTCOAST ROTOR, INC - Total For WWTP Operations			\$4,716.23
WESTCOAST ROTOR, INC - ALL DEPARTMENTS			\$4,716.23
WESTERN PRECISION LL			
WESTERN PRECISION LL	Sewer Wastewater Collection CCTV sewer inspection system on truck chass		\$19,629.98
WESTERN PRECISION LL - Total For Sewer Wastewater Collection			\$19,629.98
WESTERN PRECISION LL - ALL DEPARTMENTS			\$19,629.98
WESTERN STATES FIRE			
WESTERN STATES FIRE	WWTP Operations	Annual inspection	\$240.00
WESTERN STATES FIRE - Total For WWTP Operations			\$240.00
WESTERN STATES FIRE - ALL DEPARTMENTS			\$240.00
WESTERN WATER CONSUL			
WESTERN WATER CONSUL	Capital Projects Fund	Midwest Elm to Walnut Construc	\$10,020.75
WESTERN WATER CONSUL - Total For Capital Projects Fund			\$10,020.75
WESTERN WATER CONSUL	Metropolitan Planning Org	Robertson Road to Mills Trail Extension	\$9,971.85
WESTERN WATER CONSUL - Total For Metropolitan Planning Org			\$9,971.85

WESTERN WATER CONSUL - ALL DEPARTMENTS

\$19,992.60

WILLIAMS, PORTER, DA

WILLIAMS, PORTER, DA	Property Insurance Fund	Confidential legal or medical matters	\$76.00
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<i>WILLIAMS, PORTER, DA - Total For Property Insurance Fund</i>			<i>\$76.00</i>
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WILLIAMS, PORTER, DA - ALL DEPARTMENTS

\$76.00

WINDY CITY NOVELTIE

WINDY CITY NOVELTIE	Rec Center - Special Program	Fall Carnival Supplies CRF	\$105.75
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<i>WINDY CITY NOVELTIE - Total For Rec Center - Special Programs</i>			<i>\$105.75</i>
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WINDY CITY NOVELTIE - ALL DEPARTMENTS

\$105.75

WM SUPERCENTER

WM SUPERCENTER	Balefill - Disposal & Landfill	PAPER TOWELS, TISSUE PAPER, DOG BONES	\$12.48
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WM SUPERCENTER	Balefill - Disposal & Landfill	PAPER PLATES FOR FACILITY	\$13.24
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WM SUPERCENTER	Balefill - Disposal & Landfill	PAPER TOWELS , CUSTOMER HALLOWEEN C	\$112.18
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WM SUPERCENTER	Balefill - Disposal & Landfill	GROCERY STORES, SUPERMARKETS	\$6.57
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<i>WM SUPERCENTER - Total For Balefill - Disposal & Landfill</i>			<i>\$144.47</i>
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WM SUPERCENTER	Balefill - Diversion & Special	PAPER TOWELS, TISSUE PAPER, DOG BONES	\$71.88
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<i>WM SUPERCENTER - Total For Balefill - Diversion & Special</i>			<i>\$71.88</i>
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WM SUPERCENTER	Police Administration	GROCERY STORES, SUPERMARKETS	\$19.94
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WM SUPERCENTER	Police Administration	GROCERY STORES, SUPERMARKETS	\$96.98
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<i>WM SUPERCENTER - Total For Police Administration</i>			<i>\$116.92</i>
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WM SUPERCENTER	Police State Grants	GROCERY STORES, SUPERMARKETS	\$99.00
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<i>WM SUPERCENTER - Total For Police State Grants</i>			<i>\$99.00</i>
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WM SUPERCENTER	Public Transit - Operations	General Supplies	\$107.34
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<i>WM SUPERCENTER - Total For Public Transit - Operations</i>			<i>\$107.34</i>
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WM SUPERCENTER - ALL DEPARTMENTS

\$539.61

WPSG, INC.

WPSG, INC.	Fire-EMS Operations	The Fire Store - Sales tax refund	(\$3.20)
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<i>WPSG, INC. - Total For Fire-EMS Operations</i>			<i>(\$3.20)</i>
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WPSG, INC. - ALL DEPARTMENTS

(\$3.20)

WY. MACHINERY CO.

WY. MACHINERY CO.	Balefill - Disposal & Landfill	Replace door cylinder hinge	\$570.60
WY. MACHINERY CO.	Balefill - Disposal & Landfill	Replace new hydraulic hoses/lines	\$811.28
WY. MACHINERY CO.	Balefill - Disposal & Landfill	Steering control repair	\$1,674.66
<i>WY. MACHINERY CO. - Total For Balefill - Disposal & Landfill</i>			\$3,056.54

WY. MACHINERY CO. - ALL DEPARTMENTS

\$3,056.54

WY. SPECIAL OLYMPICS

WY. SPECIAL OLYMPICS	Social Community Services	Summer Sports Classic Expense Reimburs	\$589.59
<i>WY. SPECIAL OLYMPICS - Total For Social Community Services</i>			\$589.59

WY. SPECIAL OLYMPICS - ALL DEPARTMENTS

\$589.59

WY. WORKERS COMPENSA

WY. WORKERS COMPENSA	Aquatics - Operations	Unemployment 3Q Stmt (July - September) -	\$1,188.00
<i>WY. WORKERS COMPENSA - Total For Aquatics - Operations</i>			\$1,188.00
WY. WORKERS COMPENSA	City Council	Unemployment 3Q Stmt (July - September) -	\$27.03
<i>WY. WORKERS COMPENSA - Total For City Council</i>			\$27.03
WY. WORKERS COMPENSA	Municipal Court	Unemployment 3Q Stmt (July - September) -	(\$6.73)
<i>WY. WORKERS COMPENSA - Total For Municipal Court</i>			(\$6.73)
WY. WORKERS COMPENSA	Parks - Parks Maint.	Unemployment 3Q Stmt (July - September) -	\$5,803.00
<i>WY. WORKERS COMPENSA - Total For Parks - Parks Maint.</i>			\$5,803.00
WY. WORKERS COMPENSA	Police Administration	Unemployment 3Q Stmt (July - September) -	\$6,312.00
<i>WY. WORKERS COMPENSA - Total For Police Administration</i>			\$6,312.00
WY. WORKERS COMPENSA	Rec Center - Classes	Unemployment 3Q Stmt (July - September) -	\$1,557.65
<i>WY. WORKERS COMPENSA - Total For Rec Center - Classes</i>			\$1,557.65
WY. WORKERS COMPENSA	Rec Center - Sports Programs	Unemployment 3Q Stmt (July - September) -	\$256.95
<i>WY. WORKERS COMPENSA - Total For Rec Center - Sports Programs</i>			\$256.95
WY. WORKERS COMPENSA	Water Administration	Unemployment 3Q Stmt (July - September) -	\$2,187.00
<i>WY. WORKERS COMPENSA - Total For Water Administration</i>			\$2,187.00

WY. WORKERS COMPENSA - ALL DEPARTMENTS

\$17,324.90

WYATT ELECTRIC INC.

WYATT ELECTRIC INC.	Public Transit - CARES Act	Remove/replace elect boxes, conduit, time cl	\$3,950.00
WYATT ELECTRIC INC. - Total For Public Transit - CARES Act			\$3,950.00
WYATT ELECTRIC INC. - ALL DEPARTMENTS			\$3,950.00

WYOMING DOOR

WYOMING DOOR	Balefill - Disposal & Landfill	Door repair	\$240.00
WYOMING DOOR - Total For Balefill - Disposal & Landfill			\$240.00
WYOMING DOOR - ALL DEPARTMENTS			\$240.00

WYOMING LOW VOLTAGE

WYOMING LOW VOLTAGE	Aquatics - Operations	Technology Items (computers, software, and	\$180.00
WYOMING LOW VOLTAGE - Total For Aquatics - Operations			\$180.00
WYOMING LOW VOLTAGE - ALL DEPARTMENTS			\$180.00

XEROX CORPORATION

XEROX CORPORATION	Regional Water Operations	Copier usage charge	\$189.31
XEROX CORPORATION - Total For Regional Water Operations			\$189.31
XEROX CORPORATION - ALL DEPARTMENTS			\$189.31

XYLEM WATER SOLUTION

XYLEM WATER SOLUTION	Regional Water Operations	Maintenance/ Repair	\$6,456.00
XYLEM WATER SOLUTION - Total For Regional Water Operations			\$6,456.00
XYLEM WATER SOLUTION - ALL DEPARTMENTS			\$6,456.00

YOUTH CRISIS CENTER

YOUTH CRISIS CENTER	Capital Projects Fund	1%#16 Funding Youth Crisis Cen	\$17,452.50
YOUTH CRISIS CENTER - Total For Capital Projects Fund			\$17,452.50
YOUTH CRISIS CENTER - ALL DEPARTMENTS			\$17,452.50

ZONAR SYSTEMS INC

ZONAR SYSTEMS INC	Balefill - Disposal & Landfill	MGLD NFC Tag Kit	\$462.67
<i>ZONAR SYSTEMS INC - Total For Balefill - Disposal & Landfill</i>			<i>\$462.67</i>
ZONAR SYSTEMS INC	Refuse - Residential	GPS kit, Samsung Tab, Tag kit, Cable	\$1,000.34
<i>ZONAR SYSTEMS INC - Total For Refuse - Residential</i>			<i>\$1,000.34</i>
ZONAR SYSTEMS INC - ALL DEPARTMENTS			\$1,463.01

CITYWIDE BILLS AND CLAIMS TOTAL

\$2,820,121.25

I certify, under penalty of perjury, that this listing of vouchers and the items included therein for payment are correct and just in every respect.

SUBMITTED BY (Finance Dir) _____ DATE _____

DULY AUDITED BY (City Manager) _____ DATE _____

APPROVED BY (Mayor) _____ DATE _____

CITY of CASPER, WYOMING
BILLS and CLAIMS ADDENDUM
Council Meeting
11/16/21

Additional Accounts Payable

10/28/21

Prewrits - Travel Reimbursement, Miller House Deposit, Petty Cash & Customer Refund

Alyssa Baedke - Travel reimbursement	276.50
Sarah Boyle - Travel reimbursement	276.50
Thomas Edwards - Miller House deposit return	500.00
Walker Galloway - Travel reimbursement	439.00
FIB - Petty Cash (Hogadon)	2,300.00
Gail Good - Refund of utility overpayment	253.38

4,045.38

11/05/21


Prewrits - Travel Reimbursement, Petty Cash & Payroll Vendors



Matt Bowman - Travel reimbursement	357.50
Sarah Boyle - Travel reimbursement	224.00
FIB - Petty Cash (Muni Court)	85.00
Wyo. Retirement System - City	268,428.60
Wyo. Retirement System - Fire	165,741.29
Wyo. Retirement System - Police	114,698.33

549,534.72

Total Additional AP \$ 553,580.10

October 27, 2021

MEMO TO: J. Carter Napier, City Manager 

FROM: Fleur Tremel, Assistant to the City Manager/City Clerk 
Carla Mills-Laatsch, Licensing Specialist 

SUBJECT: Establish December 7, 2021 as the Public Hearing Date for a New Restaurant
Liquor License No. 46 for Movie Palace Inc., d/b/a Studio City Mesa Cinemas,
Located at 3150 Talon.

Meeting Type & Date
Regular Council Meeting
November 16, 2021

Action type
Establish Public Hearing
Minute Action

Recommendation
That Council, by minute action, establish December 7, 2021 as the Public Hearing date for a new restaurant liquor license No. 46 for Movie Palace Inc., d/b/a Studio City Mesa Cinemas, located at 3150 Talon.

Summary
An application has been received requesting a new restaurant liquor license No. 46 for Movie Palace Inc., d/b/a Studio City Mesa Cinemas, located at 3150 Talon.

The Wyoming Legislature, in the past general session, amended and updated the Wyoming Liquor Laws. Restaurant liquor licenses now must have a dispensing area rather than a dispensing room. City Council will now approve a dispensing “area” and the area will be age restricted to individuals 18 and over. No consumption can take place in this area.

The main requirement now is that meals must be prepared and served for on premises consumption. Previously, the service of “only fry orders” or sandwiches and hamburgers did not qualify an establishment as a restaurant. Movie Palace Inc., plans to serve chicken sandwiches, French fries, hot dogs, pizza and appetizers.

This applicant would like to apply for an additional restaurant liquor license for the east side location. Currently, this is not allowed by municipal code 5.08.150 (B) No more than one license or permit shall be issued to any one person, except for malt beverage or catering permits, or in conjunction with a microbrewery license as provided in this chapter. In order for the east side location to be able to sell alcohol in the future, an ordinance change will have to take place allowing for a license to be issued to more than one person, or the applicant could apply under another corporation; however, they do not want to do so at this time.

The State of Wyoming Liquor Division will duly review the application. The City of Casper Fire-EMS Department, City of Casper Community Development Department, and Natrona County Health Department will review this business and address to ensure compliance with local codes and ordinances.

As required by Municipal Code 05.08.080, a notice will be published in a local newspaper once a week for two consecutive weeks. As required by State Statute 12-4-104(a) it will be advertised on the City's website (www.casperwy.gov).

Financial Considerations

No Financial Considerations

Oversight/Project Responsibility

Carla Mills-Laatsch, Licensing Specialist

Attachments

Menu

OTHER NOTES Studio City Mesa, 3150 Talon Dr, Casper, WY

Legal description:

LOTS 3 & 4, MESA ADDITION NO. 7 TO THE CITY OF CASPER, NATRONA COUNTY, WYOMING

Dispensing Area description (see also attached floor plans)

A 3 ft x 6 foot locked refrigerated case located adjacent to the hot food preparation area

Consumption areas ("dining rooms") in each individual theatre auditorium, plus lobby seating area

Enhanced food service menu items all of which are packaged for individual consumption:

Hot food items:

- Chicken sandwich with fries
- Individual cheese pizza
- Individual pepperoni pizza
- Individual meat lovers' pizza
- Hot dogs with fries
- Chicken tenders with fries

Appetizers:

- Cheesy french fries
- Loaded bacon tots
- Fried pickles with sauce
- Mozzarella sticks with sauce
- Bavarian pretzel with sauce

Desserts:

- Frozen yogurt with toppings bar




Beverages:

- Soft drinks, iced tea, bottled beverages

Alcohol training program:

Designated employees aged 18 and older will enroll in the SureSellNow.com online training and testing course. This is a four-hour self-administered program approved for Wyoming.
Alternate vendor: online training and testing from Tips. Only tested employees will have access to the locked dispensing area, which is under video surveillance.

November 2, 2021

MEMO TO: J. Carter Napier, City Manager 
FROM: Fleur Tremel, Assistant to the City Manager/City Clerk 
Carla Mills-Laatsch, Licensing Specialist 
SUBJECT: Public Hearing for a New Restaurant Liquor License No. 21 for Whelan Catering, Inc., d/b/a House of Sushi, Located at 260 South Center.

Meeting Type & Date
Regular Council Meeting
November 16, 2021

Action type
Public Hearing
Minute Action

Recommendation
That Council, by minute action, consider the application for a new restaurant liquor license No. 21 for Whelan Catering, Inc., d/b/a House of Sushi, located at 260 South Center.

Summary
An application has been received requesting a new restaurant liquor license No. 21 for Whelan Catering, Inc., d/b/a House of Sushi, located at 260 South Center.

On September 1, 2021 the ownership and name of 666 Restaurant, Inc., d/b/a House of Sushi changed to Whelan Catering Inc., d/b/a House of Sushi making the current liquor license invalid.

As required by Municipal Code 05.08.070, a notice was published in a local newspaper once a week for two consecutive weeks. As required by State Statute 12-4-104(a) it is being advertised on the City's website (www.casperwy.gov).

Financial Considerations
The City of Casper will receive 553.50

Oversight/Project Responsibility
Carla Mills-Laatsch, Licensing Specialist

Attachments
Copy of Application
Affidavit of Website Publication

NEW OR TRANSFER LIQUOR LICENSE OR PERMIT APPLICATION

FOR LIQUOR DIVISION USE ONLY			
Customer #:			
Trf from:			
Reviewer:	Initials	Date	
Agent:		/	/
Chief:		/	/

To be completed by City/County Clerk		Local License #: <u>Restaurant</u>			
License Fees	Annual Fee: \$ _____	Date filed with clerk: <u>10 1 07 2021</u>			
	Prorated Fee: \$ <u>553.50</u>	Advertising Dates: (2 Weeks) <u>11/3/2021 & 11/7/2021</u>			
	Transfer Fee: \$ _____	Hearing Date: <u>11 1 16 2021</u>			
	Publishing Fee: \$ _____				
Publishing Fee Direct Billed to Applicant: <input checked="" type="checkbox"/>					
License Term:	<u>11 1 17 2021</u> Through <u>03 1 31 2022</u>				
	Month Day Year	Month Day Year			
LICENSING AUTHORITY: Begin publishing promptly. As W.S. 12-4-104(d) specifies: NO LICENSING AUTHORITY SHALL APPROVE OR DENY THE APPLICATION UNTIL THE LIQUOR DIVISION HAS CERTIFIED THE APPLICATION IS COMPLETE.					
Applicant: <u>Whelan Catering Inc</u>					
Trade/Business Name (dba): <u>HOUSE OF SUSHI</u>					
Building to be licensed/Building Address: <u>260 S CENTER ST</u>					
<div style="text-align: center;"> <small>Number & Street</small> <u>CASPER, WY</u> <u>82601</u> <u>NATRONA</u> <small>City State Zip County</small> </div>					
Local Mailing Address: <u>260 S CENTER ST</u>					
<div style="text-align: center;"> <small>Number & Street or P.O. Box</small> <u>CASPER, WY</u> <u>82601</u> <u>NATRONA</u> <small>City State Zip</small> </div>					
Local Business Telephone Number: <u>(307) 234-1818</u> Fax Number: <u>()</u>					
Business E-Mail Address: _____					
<table border="1" style="width: 100%;"> <tr> <td style="width: 33%; vertical-align: top;"> FILING FOR <input checked="" type="checkbox"/> NEW LICENSE <input type="checkbox"/> TRANSFER OF LOCATION <input type="checkbox"/> TRANSFER OWNERSHIP FORMERLY HELD BY: _____ </td> <td style="width: 33%; vertical-align: top;"> FILING IN (CHOOSE ONLY ONE) <input checked="" type="checkbox"/> CITY OF: <u>CASPER</u> <input type="checkbox"/> COUNTY OF: _____ <input type="checkbox"/> ASSIGNMENT LETTER ATTACHED </td> <td style="width: 33%; vertical-align: top;"> FILING AS (CHOOSE ONLY ONE) <input type="checkbox"/> INDIVIDUAL <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> LP/LLP <input type="checkbox"/> LLC <input checked="" type="checkbox"/> CORPORATION <input type="checkbox"/> LTD PARTNERSHIP <input type="checkbox"/> ORGANIZATION <input type="checkbox"/> OTHER _____ </td> </tr> </table>			FILING FOR <input checked="" type="checkbox"/> NEW LICENSE <input type="checkbox"/> TRANSFER OF LOCATION <input type="checkbox"/> TRANSFER OWNERSHIP FORMERLY HELD BY: _____	FILING IN (CHOOSE ONLY ONE) <input checked="" type="checkbox"/> CITY OF: <u>CASPER</u> <input type="checkbox"/> COUNTY OF: _____ <input type="checkbox"/> ASSIGNMENT LETTER ATTACHED	FILING AS (CHOOSE ONLY ONE) <input type="checkbox"/> INDIVIDUAL <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> LP/LLP <input type="checkbox"/> LLC <input checked="" type="checkbox"/> CORPORATION <input type="checkbox"/> LTD PARTNERSHIP <input type="checkbox"/> ORGANIZATION <input type="checkbox"/> OTHER _____
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SPECIAL DESIGNATIONS <input type="checkbox"/> CONVENTION FACILITY <input type="checkbox"/> GOLF CLUB <input type="checkbox"/> RESORT <input type="checkbox"/> CIVIC CENTER/EVENT CENTER/ PUBLIC AUDITORIUM <input type="checkbox"/> GUEST RANCH					
To Assist the Liquor Division with scheduling inspections: OPERATIONAL STATUS <table border="1" style="width: 100%;"> <tr> <td style="width: 33%; vertical-align: top;"> <input checked="" type="checkbox"/> FULL TIME (e.g. Jan through Dec) <input checked="" type="checkbox"/> SEASONAL/PART-TIME <input type="checkbox"/> NON-OPERATIONAL/PARKED </td> <td style="width: 66%; vertical-align: top;"> (specify months of operation) from <u>January</u> to <u>December</u> DAYS OF WEEK (e.g. Mon through Sat) from <u>Monday</u> to <u>Sunday</u> HOURS OF OPERATION (e.g. 10a - 2a) from <u>11AM</u> to <u>9PM</u> </td> </tr> </table>			<input checked="" type="checkbox"/> FULL TIME (e.g. Jan through Dec) <input checked="" type="checkbox"/> SEASONAL/PART-TIME <input type="checkbox"/> NON-OPERATIONAL/PARKED	(specify months of operation) from <u>January</u> to <u>December</u> DAYS OF WEEK (e.g. Mon through Sat) from <u>Monday</u> to <u>Sunday</u> HOURS OF OPERATION (e.g. 10a - 2a) from <u>11AM</u> to <u>9PM</u>	
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ALL APPLICANTS MUST COMPLETE QUESTIONS 1-4**1. BUILDING OWNERSHIP:** Does the applicant? W.S. 12-4-103(a)(iii)

- (a) **OWN** the licensed building? ☐ YES (own)
 (b) **LEASE** the licensed building? (Lease must be through the term of the liquor license) ☒ YES (lease)

If Yes, please submit a copy of the lease and indicate:

- (i) When the lease expires, located on page ONE paragraph 2 of lease.
 (ii) Where the **Sales** provision for alcoholic or malt beverages is located, on page 9 paragraph 3 of lease.
 (MUST contain a provision for **SALE OF ALCOHOLIC or MALT BEVERAGES.**)

2. To operate your liquor business, have you assigned, leased, transferred or contracted with any other person (entity) to operate and assert total or partial control of the license and the licensed building? W.S. 12-4-601(b)☐ YES ☒ NO**3.** Does any manufacturer, brewer, rectifier, wholesaler, or through a subsidiary affiliate, officer, director or member of any such firm: W.S. 12-5-401, 12-5-402, 12-5-403

- (a) Hold any interest in the license applied for? ☐ YES ☒ NO
 (b) Furnish by way of loan or any other money or financial assistance for purposes hereof in your business? ☐ YES ☒ NO
 (c) Furnish, give, rent or loan any equipment, fixtures, interior decorations or signs other than standard brewery or manufacturer's signs? ☐ YES ☒ NO
 (d) If you answered **YES** to any of the above, explain fully and submit any documents in connection there within:

4. Does the applicant have any interest or intent to acquire an interest in any other liquor license issued by this licensing authority? W.S. 12-4-103(b)☐ YES ☒ NO

If "YES", explain: _____

5. BAR AND GRILL LICENSE OR RESTAURANT LICENSE:

Have you submitted a valid food service permit or application? W.S. 12-4-413(a)

☒ YES ☐ NO**6. RESORT LICENSE:**

Does the resort complex:

- (a) Have an actual valuation of at least one million dollars, or have you committed or expended at least one million dollars (\$1,000,000.00) on the complex, excluding the value of the land? W.S. 12-4-401(b)(i) ☐ YES ☒ NO
 (b) Include a restaurant and a convention facility which will seat at least one hundred (100) persons? W.S. 12-4-401(b)(ii) ☐ YES ☒ NO
 (c) Include motel, hotel or privately owned condominium, town house or home accommodations approved for short term occupancy with at least one hundred (100) sleeping rooms? W.S. 12-4-401(b)(iii) ☐ YES ☒ NO
 (d) If no on question (c), have a ski resort facility open to the general public in which you have committed or expended not less than 10 million dollars (\$10,000,000.00)? W.S. 12-4-401(b)(iv) ☐ YES ☒ NO
 (e) Are you contracting/leasing the food and beverage services? W.S. 12-4-403(b)
 1. If Yes, have you submitted a copy of the food and beverage contract/lease? ☐ YES ☒ NO

7. MICROBREWERY LICENSE:

Will the license be held in conjunction with another liquor license? W.S. 12-4-412(b)(iii)

☐ YES ☒ NO

- (a) If "YES", please specify type: ☐ RETAIL ☐ RESTAURANT ☐ RESORT
☐ BAR AND GRILL ☐ WINERY

(b) Do you self distribute your products? W.S. 12-2-201(a)

☐ YES ☒ NO

(Requires wholesale malt beverage license with the Liquor Division)

8. WINERY LICENSE:

Will the license be held in conjunction with another liquor license? W.S. 12-4-412(b)(iii)

☐ YES ☒ NO

- (a) If "YES", please specify type: ☐ RETAIL ☐ RESTAURANT ☐ RESORT

☐ BAR AND GRILL☐ MICROBREWERY

9. LIMITED RETAIL (CLUB) LICENSE:**FRATERNAL CLUBS W.S. 12-1-101(a)(iii)(B)**

- (a) Has the fraternal organization been actively operating in at least thirty-six (36) states? ☐ YES ☒ NO
- (b) Has the fraternal organization been actively in existence for at least twenty (20) years? ☐ YES ☒ NO

10. LIMITED RETAIL (CLUB) LICENSE:**VETERANS CLUBS W.S. 12-1-101(a)(iii)(A):**

- (a) Does the Veteran's organization hold a charter by the Congress of the United States? ☐ YES ☒ NO
- (b) Is the membership of the Veteran's organization comprised only of Veterans and its duly organized auxiliary? ☐ YES ☒ NO

11. LIMITED RETAIL (CLUB) LICENSE:**GOLF CLUBS W.S. 12-1-101(a)(iii)(D)/W.S. 12-4-301(e):**

- (a) Do you have more than fifty (50) bona fide members? ☐ YES ☒ NO
- (b) Do you own, maintain, or operate a bona fide golf course together with clubhouse? ☐ YES ☒ NO
- (c) Are you a political subdivision of the state that owns, maintains, or operates a golf course? ☐ YES ☒ NO
1. Are you contracting/leasing the food and beverage services? W.S. 12-5-201(g) ☐ YES ☒ NO
2. If Yes, have you submitted a copy of the food and beverage contract/lease? ☐ YES ☒ NO

12. LIMITED RETAIL (CLUB) LICENSE:**SOCIAL CLUBS W.S. 12-1-101(a)(iii)(E)/W.S. 12-4-301(b):**

- (a) Do you have more than one hundred (100) bona fide members who are residents of the county in which the club is located? ☐ YES ☒ NO
- (b) Is the club incorporated and operating solely as a nonprofit organization under the laws of this state? ☐ YES ☒ NO
- (c) Is the club qualified as a tax exempt organization under the Internal Revenue Service? ☐ YES ☒ NO
- (d) Has the club been in continuous operation for a period of not less than one (1) year? ☐ YES ☒ NO
- (e) Has the club received twenty-five dollars (\$25.00) from each bona fide member as Recorded by the secretary of the club and are club members at the time of this application in good standing by having paid at least one (1) full year in dues? ☐ YES ☒ NO
- (f) Does the club hold quarterly meetings and have an actively engaged membership carrying out the objectives of the club? ☐ YES ☒ NO
- (g) Have you filed a true copy of your bylaws with this application? ☐ YES ☒ NO
- (h) Has at least fifty one percent (51%) of the membership signed a petition indicating a desire to secure a Limited Retail Liquor License? (Petition Attached) ☐ YES ☒ NO

13. If applicant is filing as an Individual, Partnership or Club: W.S. 12-4-102(a)(ii) & (iii)

Each individual, partner or club officer must complete the box below.

True and Correct Name	Date of Birth	Residence Address No. & Street City, State & Zip DO NOT LIST PO BOXES	Residence Phone Number	Have you been a DOMICILED resident for at least 1 year and not claimed residence in any other state in the last year?	Have you been Convicted of a Felony Violation?	Have you been Convicted of a Violation Relating to Alcoholic Liquor or Malt Beverages?
				YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
				YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
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				YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
				YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>

(If more information is required, list on a separate piece of paper and attach to this application.)

(2/21)

14. If the applicant is a Corporation, Limited Liability Company, Limited Liability Partnership or Limited Partnership: W.S. 12-4-102(a)(iv) & (v)

Each stockholder holding, either jointly or severally, ten percent (10%) or more of the outstanding and issued capital stock of the corporation, limited liability company, limited liability partnership, or limited partnership, and every officer, and every director must complete the box below.

True and Correct Name	Date of Birth	Residence Address No. & Street City, State & Zip DO NOT LIST PO BOXES	Residence Phone Number	No. of Years in Corp or LLC	% of Corporate Stock Held	Have you been Convicted of a Felony Violation?	Have you been Convicted of a Violation Relating to Alcoholic Liquor or Malt Beverages?
JIANFENG DING						YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
XINHUA FAN						YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>

(If more information is required, list on a separate piece of paper and attach to this application)

REQUIRED ATTACHMENTS:

- ☒ A statement indicating the financial condition and financial stability of the applicant W.S. 12-4-102(a)(vi).
- ☒ Attach any lease agreements (especially for resort/political subdivisions leasing out food & beverage services) W.S. 12-4-103 (a)(iii)/W.S. 12-4-403(b)/W.S. 12-4-301(e).
- ☐ If transferring a license from one ownership to another, a form of assignment from the current licensee to the new applicant authorizing the transfer W.S. 12-4-601(b).

OATH OR VERIFICATION

(Requires signatures by ALL Individuals, ALL Partners, ONE (1) LLC Member, or TWO (2) Corporate Officers or Directors except that if all the stock of the corporation is owned by ONE (1) individual then that individual may sign and verify the application upon his oath, or TWO (2) Club Officers.) W.S. 12-4-102(b)

Under penalty of perjury, and the possible revocation or cancellation of the license, I swear the above stated facts, are true and accurate.

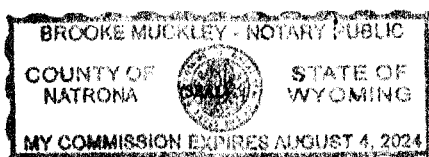
STATE OF WYOMING)

COUNTY OF Natrona) SS.

Signed and sworn to before me on this 7 day of October, 2021 that the facts alleged in the foregoing instrument are true by the following:

1) <u>Jian F Ding</u> (Signature)	<u>Jian Feng Ding</u> (Printed Name)	<u>CEO</u> Title
2) <u>Xinghua Fan</u> (Signature)	<u>Xinghua Fan</u> (Printed Name)	 Title
3) _____ (Signature)	_____ (Printed Name)	_____ Title
4) _____ (Signature)	_____ (Printed Name)	_____ Title
5) _____ (Signature)	_____ (Printed Name)	_____ Title
6) _____ (Signature)	_____ (Printed Name)	_____ Title

Witness my hand and official seal:



My commission expires

Aug 4, 2024
Signature of Notary Public

AFFIDAVIT OF WEBSITE PUBLICATION

State of Wyoming)
County of Natrona)

I, the undersigned, being in the employ of the City of Casper and responsible for the publishing and posting of notices for the Casper City Council's public hearings concerning liquor licensing, and knowing the facts herein set forth do solemnly swear that:

- Notice of the public hearing set forth below was posted continually on the City of Casper website in accordance with W.S. 12-4-104. The said posting commenced on 11/03/2021 and ended on 11/16/2021 and
- Attached is image of the Notice as actually posted on the City of Casper website (www.caserwy.gov) for the entire period referenced above.

By: Carla Mills Laatsch

Date: 10/20/2021

Title: Licensing Specialist

Scribed in my presence and sworn before me on this

20th day of October, 2021

Christa K. Wiggs



Provide to City of Casper Central Records

NEW RESTAURANT LIQUOR LICENSE


An application for a new Restaurant Liquor License No. 21 Whelan Catering, Inc., d/b/a House of Sushi, located at 260 South Center Street has been received in this office. Public Hearing on said application will be held on November 16, 2021, at 6:00 p.m. in the City Council Chambers at 200 North David, Casper, Wyoming.



Fleur Tremel
City Clerk

Publish: November 3 & 7, 2021

November 5, 2021

MEMO TO: J. Carter Napier, City Manager 
FROM: Jolene Martinez, Assistant to the City Manager
SUBJECT: Accepting Grant from the Wyoming Department of Parks and Cultural Resources, in the amount of \$246,290.50, for the First Street Gateway Project

Meeting Type & Date

Regular Council Meeting
November 16, 2021

Action type

Resolution

Recommendation

That Council, by resolution, accept a grant from the Wyoming Department of State Parks and Cultural Resources, in the amount of \$246,290.50, to be used to fund components of the First Street Gateway Project.

Summary

At their December 1, 2020 meeting, Council approved, by resolution, the submission of a Land and Water Conservation Fund (LWCF) grant application for the first phase of the First Street Gateway Project. The City of Casper's grant application was approved for funding by the Wyoming Department of Parks and Cultural Resources in spring 2021, received final approval from the National Park Services in September, and now awaits final acceptance from Council.

In November 2019, staff presented Council with the concept of a riverfront park (First Street Gateway Project) as a complement and enhancement to the North Platte River restoration at the First Street reach. The boundaries of the riverfront park will extend from the BNSF bridge to the Poplar Street bridge. The LWCF grant combined with the Natrona County Recreation Joint Powers Board grant received in 2020 will fund the first phase of First Street Gateway, which is between the BNSF bridge to First Street. The first phase will include replacing the pathway, installing a boat ramp with an attached parking lot, finishing B Street into a driveway to the boat ramp parking lot, and landscaping.

The First Street Gateway Project is important both to the visual impression at an important gateway into Casper's downtown and to complement the river restoration work at this reach. Though many studies and strategic plans have identified this area as an important gateway and recreation area, it remains a distinct negative visual break from the work that has been done in the surrounding area,

including the Amoco Reuse Area, Downtown Casper, and the Old Yellowstone District. Access to the river in this area is difficult and stifles recreation. Using the public input gathered as part of numerous city plans including Generation Casper, staff has identified several elements that need to be included in the First Street Gateway Project to establish a positive presentation of Casper and improve recreation opportunities.

The Land and Water Conservation Fund grant is a federal outdoor recreation grant administered through the Wyoming Department of Parks and Cultural Resources and requires Council to set aside the property with a 6(f) Land and Water Conservation Fund designation, which makes the property available only for outdoor recreation into perpetuity.

Financial Considerations

The first phase of the First Street Gateway Project is budgeted at \$492,581 with \$246,290.50 funded by LWCF grant, \$60,000 funded by Natrona County Joint Powers Recreation Board grant, \$41,849.50 funded by City of Casper Optional One Percent Sales Tax allocated to the River Fund, and \$144,441 of in-kind City of Casper services and Platte River Revival volunteer services.

Oversight/Project Responsibility

Andrew Beamer, Public Services Director
Liz Becher, Community Development Director
Scott Baxter, Associate Engineer
Jolene Martinez, Assistant to the City Manager

Attachments

Resolution

FAIN # P21AP12203
LWCF # 56-00930
CFDA # 15.916
Agency UEI # JK2SHLNHDBZ4
Subrecipient UEI # HXH4C4Y14JR5

**GRANT AGREEMENT FOR LAND AND WATER CONSERVATION FUNDS
BETWEEN THE STATE OF WYOMING, DEPARTMENT OF STATE PARKS AND
CULTURAL RESOURCES, DIVISION OF STATE PARKS,
HISTORIC SITES AND TRAILS AND
CITY OF CASPER**

1. **Parties.** The parties to this Grant Agreement are the State of Wyoming, Department of State Parks and Cultural Resources, Division of State Parks, Historic Sites and Trails (Agency), whose address is: 2301 Central Avenue, Barrett Bldg., 4th Floor, Cheyenne, Wyoming 82002, and City of Casper (Subrecipient), whose address is: 200 N David Street, Casper, Wyoming 82604-1894.
2. **Purpose of Grant Agreement.** The purpose of this Grant Agreement is to set forth the terms and conditions by which the Agency shall provide federal Land and Water Conservation Fund Grant (LWCF) funds to the Subrecipient and the Subrecipient shall undertake and complete all materials, projects and services described in Attachment A, Statement of Work: 56-00930 Casper 1st Street Gateway (Project), which is attached to and incorporated into this Grant Agreement by this reference. Performance by Subrecipient of the requirements of this Grant Agreement and compliance with all LWCF program rules and regulations is a condition to Subrecipient's receipt of monies hereunder.
3. **Term of Grant Agreement.** This Grant Agreement is effective when all parties have executed it (Effective Date). The Period of Performance of the Grant Agreement is the Effective Date through September 30, 2024. All services must be completed during the Period of Performance and may not begin until a Notice to Proceed is received. There is no right or expectation of extension and any extension will be determined at the discretion of the Agency.
4. **Payment.**
 - A. The Agency agrees to reimburse the Subrecipient for the services described in Section 6 below and in Attachment A. Total reimbursement under this Grant Agreement shall not exceed two hundred fortysix thousand two hundred ninety dollars and fifty cents (\$246,290.50). Payment shall be made in accordance with the budget set forth in Attachment A. The Subrecipient shall submit Reimbursement Requests using the required reimbursement form, an example of which is attached and incorporated herein as Attachment B, after work has been completed. Payment shall be made within forty-five (45) days after submission of

invoice pursuant to Wyo. Stat. § 16-6-602. Subrecipient shall submit invoices in sufficient detail to ensure that payments may be made in conformance with this Grant Agreement.

- B.** No payment shall be made for work performed before the Effective Date of this Grant Agreement. Should the Subrecipient fail to perform in a manner consistent with the terms and conditions set forth in this Grant Agreement, payment under this Grant Agreement may be withheld until such time as the Subrecipient performs its duties and responsibilities to the satisfaction of Agency.
- C.** Except as otherwise provided in this Grant Agreement, the Subrecipient shall pay all costs and expenses, including travel, incurred by Subrecipient or on its behalf in connection with Subrecipient's performance and compliance with all of Subrecipient's obligations under this Grant Agreement.

5. Principal Contacts.

- A.** Agency: Janet Jares, Grants Specialist, or designee
2301 Central Avenue, Barrett Building, 4th Floor
Cheyenne, Wyoming 82002, 307-256-1047
Janet.Jares1@wyo.gov
- B.** Subrecipient: Project Manager
Jolene Martinez, Assistant to the City Manager, or designee
200 N David Street, Casper, Wyoming 82601, 307-235-8332
jmartinez@casperwy.gov

6. Responsibilities of Subrecipient.

- A.** The Subrecipient agrees and warrants that it owns, in fee simple, the property upon which the Project is to be located.
- B.** The Subrecipient by this Grant Agreement does hereby dedicate, in perpetuity, the Project and the real estate upon which the Project is located, as described in Attachment A and Attachment C, Maps, which is attached to and incorporated into this Grant Agreement by this reference, to the use and benefit of the public for purposes of outdoor recreation. Subrecipient further agrees that it shall cause notice of this dedication to be properly recorded with the county recorder in the county where the property is located and provide evidence of the recording to the Agency.
- C.** The Subrecipient agrees and warrants that prior approval in writing shall be obtained from the Agency with respect to alteration or conversion of use, in part or total, of the facility or of the real estate described in Attachment A and Attachment C.

- D.** The Subrecipient agrees and warrants that applicable federal laws with respect to barrier free access have been complied with in the design and function of the facility as described in Attachment A.
- E.** The Subrecipient agrees to cover at least fifty percent (50%) of the total cost of the acquisition and development of the Project, said percentage determined by the Agency, depending on the amount of federal funds made available to the Agency. The Subrecipient shall pay in full all of the costs of the acquisition and development of the Project and shall be reimbursed not more than fifty percent (50%) of the total cost.
- F.** The Subrecipient agrees and warrants that it will maintain and operate said Project and the real estate in perpetuity. Property management standards set forth in 2 C.F.R. §§ 200.310 through 200.316 apply to this Agreement into perpetuity.
- G.** The Subrecipient agrees to acquire, develop, and maintain the Project in strict accordance with the LWCF guidelines, rules and regulations as are set out in the LWCF Federal Assistance Manual Volume 71, available at <https://www.nps.gov/subjects/lwcf/lwcf-manual.htm>, which is incorporated into this Grant Agreement by this reference.
- H.** The Subrecipient agrees to establish and maintain a separate Project account, either independently or within its existing accounting system, identifiable as the Project account. All charges to the Project account shall be supported by properly executed invoices, contracts, or vouchers evidencing in proper detail how the charge is allowable, allocable and reasonable, in accordance with the rules and regulations of the LWCF guidelines.
- I.** The Subrecipient agrees to establish a Project file system in which all checks, invoices, contracts, vouchers, orders, or other accounting documents pertaining in whole or in part to the Project shall be clearly identified with grant number and readily accessible. All of the above-mentioned documents, including reimbursement request packages and inspection reports, shall be kept in the Project file and available for review at any time.
- J.** Subrecipient agrees to retain for a period of three (3) years after final payment all records related to the Project which are required to be retained pursuant to this Grant Agreement or the LWCF program rules and regulations. Prior to closeout all copies of significant maps and records shall be submitted to the Agency for retention in perpetuity in compliance with Section 6 (f) (3) of the Land and Water Conservation Fund Act of 1965. Should the Subrecipient need to dispose of records the Subrecipient shall gain permission from the Agency prior to taking any action.
- K.** The Subrecipient agrees to complete the Project as described in Attachment A.

7. **Responsibilities of Agency.** The Agency agrees to:

- A. Secure funding from the National Park Service, as provided in the LWCF guidelines and as are made available by the Federal Government, for the Project and pay Subrecipient in accordance with Section 4 above.
- B. Pay Subrecipient in accordance with Section 4 above.
- C. Retain all records related to the Project as set forth in this Grant Agreement and all applicable LWCF program rules and regulations.

8. **Special Provisions.**

- A. **Assumption of Risk.** The Subrecipient shall assume the risk of any loss of state or federal funding, either administrative or program dollars, due to the Subrecipient's failure to comply with state or federal requirements. The Agency shall notify the Subrecipient of any state or federal determination of noncompliance.
- B. **Environmental Policy Acts.** Subrecipient agrees all activities under this Grant Agreement will comply with the Clean Air Act, the Clean Water Act, the National Environmental Policy Act, and other related provisions of federal environmental protection laws, rules or regulations.
- C. **Human Trafficking.** As required by 22 U.S.C. § 7104(g) and 2 CFR Part 175, this Grant Agreement may be terminated without penalty if a private entity that receives funds under this Grant Agreement:
 - (i) Engages in severe forms of trafficking in persons during the period of time that the award is in effect;
 - (ii) Procures a commercial sex act during the period of time that the award is in effect; or
 - (iii) Uses forced labor in the performance of the award or subawards under the award.
- D. **Kickbacks.** Subrecipient certifies and warrants that no gratuities, kickbacks, or contingency fees were paid in connection with this Grant Agreement, nor were any fees, commissions, gifts, or other considerations made contingent upon the award of this Grant Agreement. If Subrecipient breaches or violates this warranty, Agency may, at its discretion, terminate this Grant Agreement without liability to Agency, or deduct from the agreed upon price or consideration, or otherwise recover, the full amount of any commission, percentage, brokerage, or contingency fee.

- E. Limitations on Lobbying Activities.** By signing this Grant Agreement, Subrecipient certifies and agrees that, in accordance with P.L. 101-121, payments made from a federal grant shall not be utilized by Subrecipient or its subcontractors in connection with lobbying member(s) of Congress, or any federal agency in connection with the award of a federal grant, contract, cooperative agreement, or loan.
- F. Monitoring Activities.** Agency shall have the right to monitor all activities related to this Grant Agreement that are performed by Subrecipient or its subcontractors. This shall include, but not be limited to, the right to make site inspections at any time and with reasonable notice; to bring experts and consultants on site to examine or evaluate completed work or work in progress; to examine the books, ledgers, documents, papers, and records pertinent to this Grant Agreement; and to observe personnel in every phase of performance of Grant Agreement related work.
- G. Nondiscrimination.** The Subrecipient shall comply with the Civil Rights Act of 1964, the Wyoming Fair Employment Practices Act (Wyo. Stat. § 27-9-105, *et seq.*), the Americans with Disabilities Act (ADA), 42 U.S.C. § 12101, *et seq.*, and the Age Discrimination Act of 1975 and any properly promulgated rules and regulations thereto and shall not discriminate against any individual on the grounds of age, sex, color, race, religion, national origin, or disability in connection with the performance under this Grant Agreement.
- Federal law requires the Subrecipient to include all relevant special provisions of this Grant Agreement in every subcontract awarded over ten thousand dollars (\$10,000.00) so that such provisions are binding on each subcontractor.
- H. No Finder's Fees:** No finder's fee, employment agency fee, or other such fee related to the procurement of this Grant Agreement, shall be paid by either party.
- I. Publicity.** Any publicity given to the projects, programs, or services provided herein, including, but not limited to, notices, information, pamphlets, press releases, research, reports, signs, and similar public notices in whatever form, prepared by or for the Subrecipient and related to the services and work to be performed under this Grant Agreement, shall identify the Agency as the sponsoring agency and shall not be released without prior written approval of Agency.
- J. Suspension and Debarment.** By signing this Grant Agreement, Subrecipient certifies that neither it nor its principals/agents are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction or from receiving federal financial or nonfinancial assistance, nor are any of the participants involved in the execution of this Grant Agreement suspended, debarred, or voluntarily excluded by any federal

department or agency in accordance with Executive Order 12549 (Debarment and Suspension), 44 CFR Part 17, or 2 CFR Part 180, or are on the debarred; or otherwise ineligible, vendors lists maintained by the federal government. Further, Subrecipient agrees to notify Agency by certified mail should it or any of its principals/agents become ineligible for payment, debarred, suspended, or voluntarily excluded from receiving federal funds during the term of this Grant Agreement.

- K. Administration of Federal Funds.** Subrecipient agrees its use of the funds awarded herein is subject to the Uniform Administrative Requirements of 2 C.F.R. Part 200, *et seq.*; Land and Water Conservation Fund 36 C.F.R. Part 59; any additional requirements set forth by the federal funding agency; all applicable regulations published in the Code of Federal Regulations; and other program guidance as provided to it by Agency.
- L. Copyright License and Patent Rights.** Subrecipient acknowledges that federal grantor, the State of Wyoming, and Agency reserve a royalty-free, nonexclusive, unlimited, and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use, for federal and state government purposes: (1) the copyright in any work developed under this Grant Agreement; and (2) any rights of copyright to which Subrecipient purchases ownership using funds awarded under this Grant Agreement. Subrecipient must consult with Agency regarding any patent rights that arise from, or are purchased with, funds awarded under this Grant Agreement.
- M. Federal Audit Requirements.** Subrecipient agrees that if it expends an aggregate amount of seven hundred fifty thousand dollars (\$750,000.00) or more in federal funds during its fiscal year, it must undergo an organization-wide financial and compliance single audit. Subrecipient agrees to comply with the audit requirements of the U.S. General Accounting Office Government Auditing Standards and Audit Requirements of 2 C.F.R. Part 200, Subpart F. If findings are made which cover any part of this Grant Agreement, Subrecipient shall provide one (1) copy of the audit report to Agency and require the release of the audit report by its auditor be held until adjusting entries are disclosed and made to Agency's records.
- N. Non-Supplanting Certification.** Subrecipient hereby affirms that federal grant funds shall be used to supplement existing funds, and shall not replace (supplant) funds that have been appropriated for the same purpose. Subrecipient should be able to document that any reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds under this Grant Agreement.
- O. Program Income.** Subrecipient shall not deposit grant funds in an interest bearing account without prior approval of Agency. Any income attributable to

the grant funds distributed under this Grant Agreement must be used to increase the scope of the program or returned to Agency.

9. **General Provisions.**

- A. **Amendments.** Any changes, modifications, revisions, or amendments to this Grant Agreement which are mutually agreed upon by the parties to this Grant Agreement shall be incorporated by written instrument, executed by all parties to this Grant Agreement.
- B. **Applicable Law, Rules of Construction, and Venue.** The construction, interpretation, and enforcement of this Grant Agreement shall be governed by the laws of the State of Wyoming, without regard to conflicts of law principles. The terms "hereof," "hereunder," "herein," and words of similar import, are intended to refer to this Grant Agreement as a whole and not to any particular provision or part. The Courts of the State of Wyoming shall have jurisdiction over this Grant Agreement and the parties. The venue shall be the First Judicial District, Laramie County, Wyoming.
- C. **Assignment Prohibited and Grant Agreement Shall Not be used as Collateral.** Neither party shall assign or otherwise transfer any of the rights or delegate any of the duties set out in this Grant Agreement without the prior written consent of the other party. The Subrecipient shall not use this Grant Agreement, or any portion thereof, for collateral for any financial obligation without the prior written permission of the Agency.
- D. **Audit and Access to Records.** The Agency and its representatives shall have access to any books, documents, papers, electronic data, and records of the Subrecipient which are pertinent to this Grant Agreement. The Subrecipient shall immediately, upon receiving written instruction from the Agency, provide to any independent auditor or accountant all books, documents, papers, electronic data, and records of the Subrecipient which are pertinent to this Grant Agreement. The Subrecipient shall cooperate fully with any such independent auditor or accountant during the entire course of any audit authorized by the Agency.
- E. **Availability of Funds.** Each payment obligation of the Agency is conditioned upon the availability of government funds which are appropriated or allocated for the payment of this obligation and which may be limited for any reason including, but not limited to, congressional, legislative, gubernatorial, or administrative action. If funds are not allocated and available for continued performance of the Grant Agreement, the Grant Agreement may be terminated by the Agency at the end of the period for which the funds are available. The Agency shall notify the Subrecipient at the earliest possible time of the services which will or may be affected by a shortage of funds. No penalty shall accrue to the Agency in the event this provision is exercised, and the Agency shall not be obligated or liable

for any future payments due or for any damages as a result of termination under this section.

- F. Award of Related Contracts.** The Agency may award supplemental or successor contracts for work related to this Grant Agreement or may award contracts to other contractors for work related to this Grant Agreement. The Subrecipient shall cooperate fully with other contractors and the Agency in all such cases.
- G. Compliance with Laws.** The Subrecipient shall keep informed of and comply with all applicable federal, state, and local laws and regulations, and all federal grant requirements and executive orders in the performance of this Grant Agreement.
- H. Confidentiality of Information.** Except when disclosure is required by the Wyoming Public Records Act or court order, all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the Subrecipient in the performance of this Grant Agreement shall be kept confidential by the Subrecipient unless written permission is granted by the Agency for its release. If and when Subrecipient receives a request for information subject to this Grant Agreement, Subrecipient shall notify Agency within ten (10) days of such request and shall not release such information to a third party unless directed to do so by Agency.
- I. Entirety of Grant Agreement.** This Grant Agreement, consisting of twelve (12) pages; Attachment A, Statement of Work: 56-00930 Casper 1st Street Gateway, consisting of three (3) pages; Attachment B, Reimbursement Form, consisting of one (1) page; Attachment C, Maps, consisting of three (3) pages; and the LWCF Federal Assistance Manual Volume 71, consisting of one hundred twenty three (123) pages, available at <https://www.nps.gov/subjects/lwcf/lwcf-manual.htm>, represent the entire and integrated Grant Agreement between the parties and supersede all prior negotiations, representations, and agreements, whether written or oral. In the event of a conflict or inconsistency between the language of this Grant Agreement and the language of any attachment or document incorporated by reference, the language of this Grant Agreement shall control.
- J. Ethics.** Subrecipient shall keep informed of and comply with the Wyoming Ethics and Disclosure Act (Wyo. Stat. § 9-13-101, *et seq.*) and any and all ethical standards governing Subrecipient's profession.
- K. Extensions.** Nothing in this Grant Agreement shall be interpreted or deemed to create an expectation that this Grant Agreement will be extended beyond the term described herein. Any extension of this Grant Agreement shall be initiated by the Agency and shall be accomplished through a written amendment between the parties entered into before the expiration of the original Grant Agreement or any

valid amendment thereto, and shall be effective only after it is reduced to writing and executed by all parties to the Grant Agreement.

- L. Force Majeure.** Neither party shall be liable for failure to perform under this Grant Agreement if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.
- M. Indemnification.** Each party to this Grant Agreement shall assume the risk of any liability arising from its own conduct. Neither party agrees to insure, defend, or indemnify the other.
- N. Independent Contractor.** The Subrecipient shall function as an independent contractor for the purposes of this Grant Agreement and shall not be considered an employee of the State of Wyoming for any purpose. Consistent with the express terms of this Grant Agreement, the Subrecipient shall be free from control or direction over the details of the performance of services under this Grant Agreement. The Subrecipient shall assume sole responsibility for any debts or liabilities that may be incurred by the Subrecipient in fulfilling the terms of this Grant Agreement and shall be solely responsible for the payment of all federal, state, and local taxes which may accrue because of this Grant Agreement. Nothing in this Grant Agreement shall be interpreted as authorizing the Subrecipient or its agents or employees to act as an agent or representative for or on behalf of the State of Wyoming or the Agency or to incur any obligation of any kind on behalf of the State of Wyoming or the Agency. The Subrecipient agrees that no health or hospitalization benefits, workers' compensation, unemployment insurance, or similar benefits available to State of Wyoming employees will inure to the benefit of the Subrecipient or the Subrecipient's agents or employees as a result of this Grant Agreement.
- O. Notices.** All notices arising out of, or from, the provisions of this Grant Agreement shall be in writing either by regular mail or delivery in person at the addresses provided under this Grant Agreement.
- P. Ownership and Return of Documents and Information.** Agency is the official custodian and owns all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the Subrecipient in the performance of this Grant Agreement. Upon termination of services, for any reason, Subrecipient agrees to return all such original and derivative information and documents to the Agency in a useable format.

- Q. Patent or Copyright Protection.** The Subrecipient recognizes that certain proprietary matters or techniques may be subject to patent, trademark, copyright, license, or other similar restrictions, and warrants that no work performed by the Subrecipient or its subcontractors will violate any such restriction. The Subrecipient shall defend and indemnify the Agency for any infringement or alleged infringement of such patent, trademark, copyright, license, or other restrictions.
- R. Prior Approval.** This Grant Agreement shall not be binding upon either party, no services shall be performed, and the Wyoming State Auditor shall not draw warrants for payment, until this Grant Agreement has been fully executed, approved as to form by the Office of the Attorney General, filed with and approved by A&I Procurement, and approved by the Governor of the State of Wyoming, or his designee, if required by Wyo. Stat. § 9-2-1016(b) (iv).
- S. Severability.** Should any portion of this Grant Agreement be judicially determined to be illegal or unenforceable, the remainder of the Grant Agreement shall continue in full force and effect, and the parties may renegotiate the terms affected by the severance.
- T. Sovereign Immunity and Limitations.** Pursuant to Wyo. Stat. § 1-39-104(a), the State of Wyoming and Agency expressly reserve sovereign immunity by entering into this Grant Agreement and the Subrecipient expressly reserves governmental immunity. Each of them specifically retains all immunities and defenses available to them as sovereigns or governmental entities pursuant to Wyo. Stat. § 1-39-101, *et seq.*, and all other applicable law. The parties acknowledge that the State of Wyoming has sovereign immunity and only the Wyoming Legislature has the power to waive sovereign immunity. Designations of venue, choice of law, enforcement actions, and similar provisions shall not be construed as a waiver of sovereign immunity. The parties agree that any ambiguity in this Grant Agreement shall not be strictly construed, either against or for either party, except that any ambiguity as to immunity shall be construed in favor of immunity.
- U. Taxes.** The Subrecipient shall pay all taxes and other such amounts required by federal, state, and local law, including, but not limited to, federal and social security taxes, workers' compensation, unemployment insurance, and sales taxes.
- V. Termination of Grant Agreement.** This Grant Agreement may be terminated, without cause, by the Agency upon thirty (30) days written notice. This Grant Agreement may be terminated by the Agency immediately for cause if the Subrecipient fails to perform in accordance with the terms of this Grant Agreement.

- W. Third-Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of third-party beneficiary, and this Grant Agreement shall not be construed so as to create such status. The rights, duties, and obligations contained in this Grant Agreement shall operate only between the parties to this Grant Agreement and shall inure solely to the benefit of the parties to this Grant Agreement. The provisions of this Grant Agreement are intended only to assist the parties in determining and performing their obligations under this Grant Agreement.
- X. Time is of the Essence.** Time is of the essence in all provisions of this Grant Agreement.
- Y. Titles Not Controlling.** Titles of sections and subsections are for reference only and shall not be used to construe the language in this Grant Agreement.
- Z. Waiver.** The waiver of any breach of any term or condition in this Grant Agreement shall not be deemed a waiver of any prior or subsequent breach. Failure to object to a breach shall not constitute a waiver.
- AA. Counterparts.** This Grant Agreement may be executed in counterparts. Each counterpart, when executed and delivered, shall be deemed an original and all counterparts together shall constitute one and the same Grant Agreement. Delivery by the Subrecipient of an originally signed counterpart of this Grant Agreement by facsimile or PDF shall be followed up immediately by delivery of the originally signed counterpart to the Agency. The Subrecipient's failure to deliver, either personally or via US Mail, postage prepaid, the originally signed counterpart to the Agency within five (5) business days shall be considered a material breach and may result in immediate termination of this Grant Agreement by the Agency.

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10. **Signatures.** The parties to this Grant Agreement, either personally or through their duly authorized representatives, have executed this Grant Agreement on the dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Grant Agreement.

The Effective Date of this Grant Agreement is the date of the signature last affixed to this page.

AGENCY:

State of Wyoming, Department of State Parks and Cultural Resources, Division of State Parks, Historic Sites and Trails

Dave Glenn, Deputy Administrator

Date

SUBRECIPIENT:

City of Casper

Steven K. Freel, Mayor

Date

ATTORNEY GENERAL'S OFFICE: APPROVAL AS TO FORM

Meg Pope # 217378
Megan Pope, Senior Assistant Attorney General

11/2/21
Date

Attachment A: Statement of Work
56-00930 Casper 1st Street Gateway

A. Background:

The property was acquired by the City of Casper in 2019 for the purpose of developing publicly-owned First Street Gateway – Phase 1. This project will replace the pathway segment of the Platte River Parkway, construct and install a boat ramp, and construct an attached parking area and access driveway. The boat ramp will provide access to the North Platte River in a key location. The Tate Picnic area, which includes a bench, picnic area, dog waste station, and waste receptacle, will remain. First Street Gateway will be newly encumbered for outdoor recreation into perpetuity.

B. Administrative Requirements:

1. A final LWCF Recreation Area Boundary Map, similar to the map presented in Attachment C, shall be confirmed and a copy signed by the Agency's designee shall be placed in the Recipient's files.
2. Provide documentation of adherence to 2 C.F.R. §200.92 Subaward, 200.101 Applicability, and 200.331 Requirements for passthrough entities. A form for this purpose is available upon request.
3. Provide documentation that consultants, procurement, purchases, and all contracted work greater than \$3,000.00 were acquired in accordance with 2 C.F.R. §§200.318-200.320. A form for this purpose is available upon request.
4. Prior approval is required in the case of any budget or program revisions in accordance with 2 C.F.R. §200.308. Budget line amounts may exceed the amounts specified. Total reimbursements will not exceed the amount stated in the Agreement.
5. This Agreement is subject to U.S. Executive Order 113858 entitled "Strengthening Buy-American Preferences for Infrastructure Projects."
6. Wyoming preference is not applicable for bidding processes or contracts in conjunction with this Agreement.

C. Scope of Work:

1. Replace existing trail with approximately 1,650 linear foot of accessible pathway.
2. Construct asphalt driveway (7,000 sq. ft.) and parking lot (12,500 sq. ft.)
3. Construct and install boat ramp.
4. Replace approximately 526 linear feet of overhead electrical wiring with buried electrical.
5. Install landscaping including seeding native upland grasses.
6. Design and engineering costs incurred via City staff may be billed retroactively up to \$10,000.
7. Provide engineer's certificate for completed work.
8. Install Land and Water Conservation Fund sign at the park's entrance.
7. Provide progress reports annually during the months of March and August, one report ninety (90) days following the Effective Date and a final report within thirty (30) days of completing the project.

D. Property Description:

Casper 1st Street Gateway is encumbered for perpetual outdoor recreation use in compliance with the *Land and Water Conservation Fund Act (LWCF Act)*. 1st Street Gateway is located at or around 420 West B Street; Section 4, Township 33 North, Range 79 West; coordinates 42.85189W and 106.33089N, consisting of 7.7902 acres. The property consists of two parcels: 33790430001500 PT SE SW:4-33-79 EXEMPT; and 33790430001300 PT SE SW: (W OF MIDWEST ADDE BLK 5) 4-33-79 1.76 EXEMPT. The project site and park boundary are shown in Attachment C. A final boundary will be developed by the Parties before close-out and that boundary map may replace the one shown in Attachment C.

E. Budget

Reimbursements shall be made based upon the following cost elements (Description) and completion of the Agreement and this Statement of Work. The budget amounts may be adjusted between line items. Federal Share may not exceed 50% of actual expenditures.

(A)	(B) DESCRIPTION	(C) No. Units	(D) Cost Per Unit	(E) Total Cost	(F) Federal Share	(G) Cash Match	(H) In-Kind Match
1	Design and Engineering--includes bidding and construction			\$33,000.00	\$0.00	\$33,000.00	
2	Bury/move utility lines (ln. ft.)	526	\$190.00	\$100,000.00	\$58,150.50	\$41,849.50	
3	Removal, disposal, and reclamation of deteriorating pathway (ln. ft)	1650	\$7.27	\$12,000.00	\$0.00	\$1,500.00	\$10,500.00
4	Construct boat ramp			\$60,000.00	\$0.00	\$60,000.00	
5	Construct driveway and parking lot (sq. ft.)	7000	\$12.51	\$87,581.00	\$8,140.00	\$34,790.20	\$44,650.80
6	Construct pathway (ln. ft.)	1650	\$109.09	\$180,000.00	\$180,000.00	\$0.00	
7	Landscaping including seeding native upland grasses			\$20,000.00			\$20,000.00
	TOTAL			\$492,581.00	\$246,290.50	\$171,139.70	\$75,150.80

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**LAND AND WATER CONSERVATION FUND (LWCF)
FEDERAL PROTECTION FOR OUTDOOR RECREATION**

This document and the ASLO signed LWCF Boundary Map must be recorded with the property deed upon close-out.

The property indicated on the attached Boundary Map was acquired and/or developed with a grant from the Federal Land and Water Conservation Fund (LWCF). This grant program is administered at the federal level by the U.S. Department of the Interior National Park Service (NPS) and at the State level by the Wyoming Department of State Parks and Cultural Resources (SPCR). Grants are generally made to local units of government to acquire or develop local parks. The recipient agency is identified on the LWCF Boundary Map.

The *Land and Water Conservation Fund Act of 1965* (Public Law 88-578; 78 Stat. 897) Section 6(f)(3) states that property acquired or developed with LWCF assistance shall be retained and used for public outdoor recreation in perpetuity. Any property so acquired or developed shall not be wholly or partly converted to other than public outdoor recreation uses without the pre-approval of SPCR and the U.S. Department of the Interior. The Department of the Interior has the ultimate authority to disapprove conversion requests and/or reject proposed property substitutions.

Conversions generally occur in the following situations:

1. Property interests are conveyed for non-public outdoor recreation uses.
2. Non-outdoor recreation uses (public or private) are made of all or part of the project area.
3. Indoor recreation facilities, which do not support facilities for outdoor recreation, are developed within the park.
4. Public outdoor recreation use of the property is terminated.

Examples of typical conversions are new public thoroughfares, utility lines, indoor recreation facilities (community centers, swimming pools, etc.), other civic structures (fire stations, schools, libraries, fairgrounds, town halls, etc.); and the introduction of exclusive (nonpublic) uses.

If a conversion cannot be avoided, the project sponsor will be held responsible to see that real property of equivalent value, usefulness and location are provided to replace that converted at the park site as indicated on the attached map. Repayment of the grant funds or the provision of replacement facilities is not an acceptable form of mitigation.

LWCF regulations also specify that all future utilities constructed or renovated on the site must be installed underground. Future utility lines in and near the project area require approval prior to their construction.

The provisions of the *LWCF Act* apply in perpetuity and thus continue with the land even after any LWCF assisted facilities have served their useful lives and been discontinued.

Proposed conversions must receive advance approval from SPCR and the U.S. Department of the Interior. Replacement property must receive federal approval prior to its acquisition. Conversion requests involve specific detailed documentation. Please contact SPCR to obtain further information regarding a conversion. The Agency's contact is:

Louisa Lopez, Recreation Grants Manager
Wyoming Department of State Parks and Cultural Resources
2301 Central Avenue, Barrett Bldg., 4th Fl. - Cheyenne, WY 82002
Phone: 307-777-6491 Email: louisa.lopez@wyo.gov

Attachment A: Statement of Work
of the Grant Agreement between the State of Wyoming, Department of State Parks and Cultural Resources,
Division of State Parks, Historic Sites and Trails and the City of Casper
Page 3 of 3

LWCF Reimbursement Request

(This form must accompany your next billing along with proper documentation.)

	Check One		
Billing Number 1	Partial Billing 	Final Billing 	

PROJECT NAME: First Street Gateway	EIN NUMBER:
PROJECT SPONSOR: City of Casper	PROJECT PERIOD: X - September 30, 2024
PROJECT NUMBER: 56-00930	

PERIOD COVERED BY THIS BILLING: From To

Invoices from the following vendor(s) are attached:	Invoice #	Invoice Date	Front & Back of Payment Check Attached	Check Number	Amt Paid to Vendor
(vendor name here)					\$
					\$
					\$

ELEMENTS OF COST		ESTIMATED COSTS	PREVIOUS BILLINGS	AMOUNT THIS BILLING
1	Design and Engineering--includes bidding and construction	\$33,000.00		
2	Bury/move utility lines (ln. ft.)	\$100,000.00		
3	Removal, disposal, and reclamation of deteriorating pathway (ln. ft.)	\$12,000.00		
4	Construct boat ramp	\$60,000.00		
5	Construct driveway and parking lot (sq. ft.)	\$87,581.00		
6	Construct pathway (ln. ft.)	\$180,000.00		
7	Landscaping including seeding native upland grasses	\$20,000.00		
Total		\$492,581.00	\$0.00	\$0.00
Withheld for Retainage total retainage to date		\$0.00	\$0.00	\$0.00
Total Less Retainage				\$0.00
AMOUNT REQUESTED (Not to exceed 50% of billing; reimbursement actual expenditures)				\$0.00

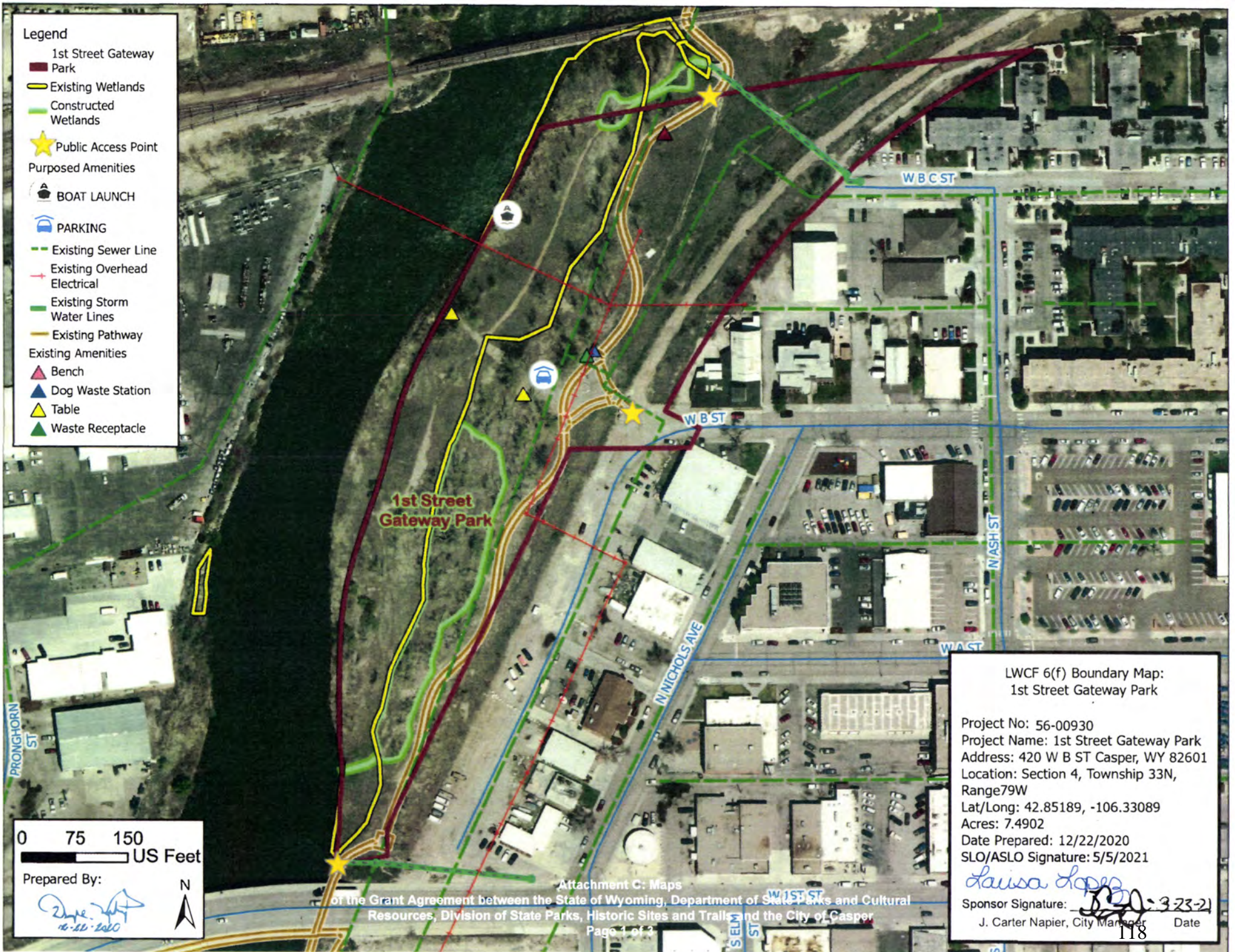
PERCENT OF WORK COMPLETED	%	Federal Funds May Not Exceed: \$
Accomplishments to the Scope of Work this Billing Period		
Challenges or Changes in the Scope of Work		
Current Anticipated Completion Date		
To Be Completed by Department Staff	Federal Funds to Pay	
Staff signature authorizing payment		

I certify that this billing is correct and just and is based upon actual payment of record; that reimbursement has not been received; that the work and services are in accord with the approved project agreement including amendments thereto; and that the progress of the work and services under the project agreement is satisfactory and is consistent with the amount billed.

Signature	Date
Name and Title:	

Legend

- 1st Street Gateway Park
- Existing Wetlands
- Constructed Wetlands
- Public Access Point
- Purposed Amenities
- BOAT LAUNCH
- PARKING
- Existing Sewer Line
- Existing Overhead Electrical
- Existing Storm Water Lines
- Existing Pathway
- Existing Amenities
- Bench
- Dog Waste Station
- Table
- Waste Receptacle



1st Street Gateway Park

0 75 150
US Feet

Prepared By:

Dave [Signature]
10-21-2020



Attachment C: Maps
of the Grant Agreement between the State of Wyoming, Department of State Parks and Cultural Resources, Division of State Parks, Historic Sites and Trails and the City of Casper
Page 1 of 2

LWCF 6(f) Boundary Map: 1st Street Gateway Park

Project No: 56-00930
Project Name: 1st Street Gateway Park
Address: 420 W B ST Casper, WY 82601
Location: Section 4, Township 33N, Range 79W
Lat/Long: 42.85189, -106.33089
Acres: 7.4902
Date Prepared: 12/22/2020
SLO/ASLO Signature: 5/5/2021

Laura Lopez
Sponsor Signature: *[Signature]* 3-23-21
J. Carter Napier, City Manager Date

1994

East Street
University Park

Casper

LWVCH 1st Street Gateway Park
Site Location Map

Project No:
Project Name: 1st Street Gateway Park
Address: 420 W R ST Casper, WY 82401
Location: Section 4, Township 33N,
Range 9W
Lat/Long: 42.55189, -106.43089
Acre: 7.4502
Date Prepared: 12/22/2020
SLOASLO Signature:

Prepared By:

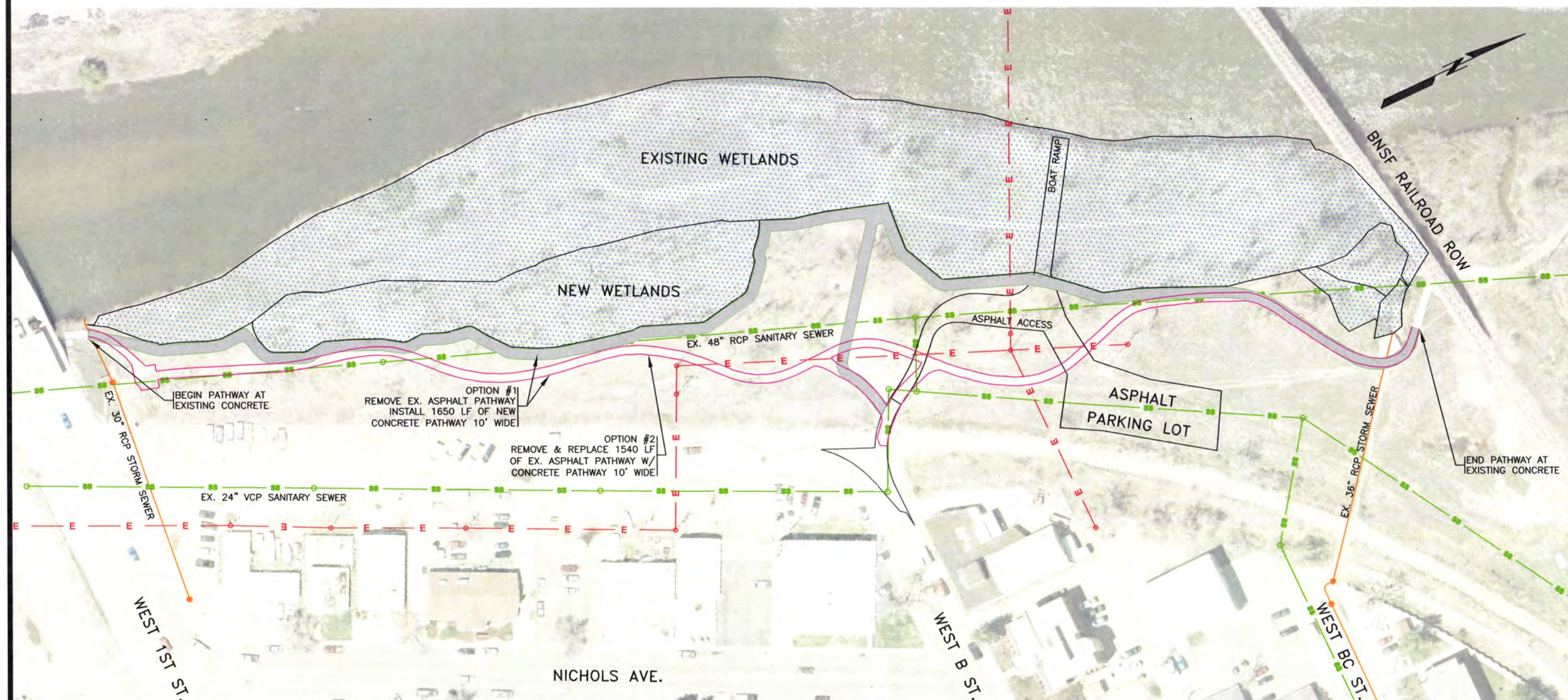
24/12/2020



Attachment C: Maps

of the Grant Agreement between the State of Wyoming, Department of State Parks and Cultural Resources, Division of State Parks, Historic Sites and Trails and the City of Casper

Page 2 of 3



PATHWAY CONSTRUCTION NOTES:

1. NEW PATHWAY SHALL BE 10' WIDE x 5" DEEP.
2. CRUSHED BASE UNDER PATHWAY SHALL BE 4" DEEP.
3. LENGTH OF PATHWAY SHOWN IS 1,650 FEET.
4. PATHWAY ALIGNMENT WILL BE FIELD FIT BY ENGINEER TO PRESERVE MOST OR ALL TREES. NO SEPARATE PAYMENT WILL BE MADE TO CONTRACTOR REGARDING THIS FIELD FIT ALIGNMENT CHANGE, EXCEPT THAT PAYMENT WILL BE MADE BY THE UNIT PRICE PER LINEAR FOOT OF PATHWAY.
5. CONNECTION AT THE SOUTH END OF THE PATHWAY WILL HAVE A TRANSITION OF APPROXIMATELY 50' WHERE THE PATHWAY NARROWS TO APPROXIMATELY 7' IN WIDTH. CONNECTION AT THE NORTH END OF THE PATHWAY WILL HAVE A TRANSITION OF APPROXIMATELY 20' WHERE THE PATHWAY NARROWS TO APPROXIMATELY 7' IN WIDTH. THESE TRANSITION AREAS WILL BE PAID BY THE LINEAR FOOT AS THOUGH THEY ARE 10' WIDE.
6. NO CULVERTS OR SIDEWALK DRAINS ARE DESIGNED OR EXPECTED FOR CONSTRUCTION.
7. EXISTING PATHWAY IS 1,540 FEET LONG AND VARIES FROM 7' TO 8' IN WIDTH. THIS PATHWAY SHALL BE REMOVED AND DISPOSED OF BY THE CONTRACTOR. CONTRACTOR MAY PLACE ORGANIC SOILS FROM THE NEW PATHWAY ALIGNMENT IN ITS PLACE AND SHALL APPLY UPLAND SEED MIX AS NEEDED TO ENSURE VEGETATIVE GROWTH.

USE STANDARD SPECIFICATIONS AND DETAIL:

CONTRACTOR SHALL USE THE CITY OF CASPER STANDARD SPECIFICATIONS (LATEST EDITION) FOR ALL PATHWAY CONSTRUCTION, INCLUDING ALL APPLICABLE SECTIONS RELATED TO CONCRETE, CRUSHED BASE, AND THE STANDARD X-SECTION DETAIL 302-3.

CONCEPTUAL PLAN NOTE:

THIS IS A CONCEPTUAL PLAN. A CITIZEN'S COMMITTEE, INCLUDING REPRESENTATIVES FROM CASPER'S COUNCIL OF PEOPLE WITH DISABILITIES, WILL BE INVOLVED IN THE FINAL DESIGN.

PATHWAY OPTIONS:

- #1 - EXISTING PATHWAY WILL BE REMOVED AND THE LAND STRIP WILL BE RECLAIMED. NEW PATHWAY TO BE BUILT ALONG EDGE OF WETLANDS.
- #2 - PATHWAY WILL BE REMOVED AND REPLACED ALONG SAME HORIZONTAL ALIGNMENT AS EXISTING.

Attachment C: Maps

of the Grant Agreement between the State of Wyoming, Department of State Parks and Cultural Resources, Division of State Parks, Historic Sites and Trails and the City of Casper

Sheet Title

N. PLATTE RIVER RESTORATION
FIRST STREET GATEWAY
SITE PLAN
1ST ST. BRIDGE - BNSF BRIDGE

THIS DRAWING IS
SET UP FOR
PRINTING &
SCALING ON
11"x17" PAPER
SIZE ONLY.

AB	As-Built Drawings	9/10/18
No.	Revision/Issue	Date

CITY OF CASPER
ENGINEERING
200 N. DAVID
CASPER, WY
82601

NORTH PLATTE
RIVER
RESTORATION
FIRST STREET
REACH

CASPER, WY
PROJECT NO.
12-51

Date	12/15/20	Sheet
Drawn	SRB	SP
Scale	1"=200'	

APPROVAL AS TO FORM

I have reviewed the attached *Grant Agreement for Land and Water Conservation Funds between the State of Wyoming, Department of State Parks and Cultural Resources, Division of State Parks, Historic Sites and Trails and City of Casper* for a federal Land & Water Conservation Fund Grant (LCWF), FAIN #P21AP12203, LWCF #56-00930, and approve it as to form on behalf of the City of Casper, Wyoming.

Dated: November 8, 2021.

A handwritten signature in cursive script, appearing to read "Wallace Trembath III", written over a horizontal line.

Wallace Trembath III
Deputy City Attorney

RESOLUTION NO.21-160

A RESOLUTION AUTHORIZING ACCEPTANCE OF A
GRANT FROM THE WYOMING DEPARTMENT OF STATE
PARKS AND CULTURAL RESOURCES

WHEREAS, the City of Casper identified the need to restore the North Platte River through Casper and has established a project called the Platte River Revival; and,

WHEREAS, the City of Casper identified the need to establish a riverfront park at First Street called the First Street Gateway Project that complements and enhances the Platte River Revival at First Street; and,

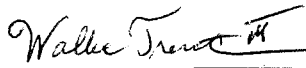
WHEREAS, the City of Casper has been approved for a Land and Water Conservation Fund grant administered by the Wyoming Department of State Parks and Cultural Resources, in the amount of Two Hundred Forty-Six Thousand Two Hundred Ninety Dollars and Fifty Cents (\$246,290.50); and,

WHEREAS, the City of Casper desires to accept the grant funds from the Wyoming Department of State Parks and Cultural Resources to fund the First Street Gateway Project.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the grant from the Wyoming Department of State Parks and Cultural Resources, in the amount of, Two Hundred Forty-Six Thousand Two Hundred Ninety Dollars and Fifty Cents (\$246,290.50) is, hereby accepted, and the Mayor is directed to sign the grant agreement therefor.

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2021.

APPROVED AS TO FORM:




ATTEST:


Fleur D. Tremel
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Steven K. Freel
Mayor

November 3, 2021

MEMO TO: City Council
J. Carter Napier, City Manager 

FROM: John Henley, City Attorney 
Wallace Trembath, Deputy City Attorney W.T.

SUBJECT: An Agreement between the City of Casper and Proud to Host the Best formalizing the approval of the \$50,000.00 per year contribution for the next four years to host the WHSAA tournaments.

Meeting Type & Date
Regular Council Meeting
November 16, 2021

Action type
Resolution

Recommendation
That City Council, by resolution, authorize an Agreement between the City of Casper and Proud to Host the Best.

Summary
At the January 26, 2021, City Council Work Session, Proud to Host the Best, a Wyoming non-profit corporation that raises funding to make the Wyoming High School Activities Association ("WSHAA") high school tournaments sustainable, requested that the City of Casper allocate \$50,000 per year, for the next four years, to host the WHSAA tournaments.

Every four years, Proud to Host the Best bids on the tournaments to the WHSAA, and 2021 was a bid year. The WHSAA tournaments bring an estimated \$13.9 million dollars into the Casper area, and the City receives part of that funding in the form of its portion of the sales tax revenue generated by it.

The Casper Events Center, Casper College, Natrona County School District and Proud to Host the Best have signed a Memorandum of Understanding and agree to host the tournament for another four years.

Per Council's direction at the January 26, 2021, Work Session, the attached Resolution and Agreement have been prepared for Council's formal approval.

Financial Considerations
Funding contribution of \$50,000.00
The tournaments bring an estimated 13.9 million dollars to the greater Casper area.

Oversight/Project Responsibility

John Henley, City Attorney

Wallace Trembath, Deputy City Attorney

Attachments

Resolution

Agreement

PROUD TO HOST THE BEST 2021 AGREEMENT

This Agreement (“Agreement”) is executed on this _____ day of _____, 2021, between the City of Casper, Wyoming, a Wyoming municipal corporation, 200 N. David Street, Casper, Wyoming 82601-1815 (“City”) and Proud to Host the Best (“PHB”), a Wyoming non-profit corporation, 800 N. Poplar Street, Casper, Wyoming 82601-1315. Throughout this document, the City and the PHB may be individually referred to as a “party” or collectively as the “parties.”

RECITALS

WHEREAS, PHB is a Wyoming non-profit corporation that raises funding to make Wyoming High School Activities Association (“WHSAA”) high school tournaments sustainable; and,

WHEREAS, the WHSAA tournaments bring an estimated \$13.9 million dollars into the Casper area, and the City receives part of that funding in the form of its portion of the sales tax revenue generated by it; and,

WHEREAS, every four years, PHB bids on these tournaments to the WHSAA, and 2021 is a bid year; and,

WHEREAS, the Casper Events Center (“CEC”), Casper College (“College”), Natrona County School District (“NCSD”) and Proud to Host the Best (“PHB”) have signed a Memorandum of Understanding (“MOU”) agreeing to host the tournament for another four years; and,

WHEREAS, Visit Casper and the Economic Development Joint Power Board have agreed to increase their funding to \$50,000 per year to host the WHSAA tournaments; and,

WHEREAS, at a January 26, 2021, City Council Work Session, PHB requested the City to allocate \$50,000 per year for the next four years to host the WHSAA tournaments; and,

WHEREAS, under W.S. § 15-1-111(a)(i), the governing body of any city or town may make appropriations from the city or town general fund for advertising the resources of the city or town, subject to the limitations of W.S. § 15-1-111(b) and Article 16 § 6 of the Wyoming Constitution; and,

WHEREAS, the City Council finds that appropriating funding to the WHSAA can be made to advertise the resources of the City for hosting WHSAA tournaments; to benefit of the citizens of Casper (high school students who participate in the WHSAA tournaments and coaches, parents and staff in particular), and for the benefit of other participating governmental entities; and,

WHEREAS, City Council directed staff to move forward with formal approval of the \$50,000 per year contribution for the WHSAA tournament; and,

WHEREAS, City Council's funding requires an agreement between the City and PHB and approval by the parties; and,

WHEREAS, this *Proud to Host the Best 2021 Agreement* is ready for Council approval by resolution.

NOW, THEREFORE, in consideration of the covenants and conditions set forth herein to be performed, the parties agree as follows:

1. Incorporation of Recitals

The recitals set forth above are hereby incorporated herein at this point as if fully set forth as part of this Agreement.

2. PHB Obligations

PHB will provide the following benefits to the City:

- a. Live PA Announcement at all venues (where available);
- b. Electronic Ribbon Display at Ford Wyoming Center;
- c. 10 foot x 8 foot Exhibit Space at Ford Wyoming Center;
- d. Listing on PHB and WHSAA Websites, and
- e. Full Page Ad in Event Programs.

3. City Obligations

The City agrees to pay the amount of \$50,000 each year for the years 2021, 2022, 2023 and 2024, made payable to PHB on or before December 1st each year.

4. Sponsor Trademarks and Materials

4.1 Subject to the terms and conditions of this Agreement, the City grants PHB the right to use the City's trade names, logo designs, trademarks, and company descriptions as provided in City marketing materials. These assets may be used in any medium of advertising, promotional products, or marketing materials distributed in connection with the Wyoming High School Activities Association state culminating events (hereinafter "Event" or "Events") during the term of this Agreement. PHB agrees to use materials according to City's trademark usage guidelines.

4.2 The City agrees to offer the following materials for marketing and promotional purposes only during the term of this Agreement and only for the purposes described herein as follows:

- a. City Logo;

- b. City organization url (for linking to an event only);
- c. Up-to-date contact information; and,
- d. Any photo/video assets to aid in the promotion of the City.

5. Limitation of Liability

In no event shall either party be liable to the other party for any consequential, incidental, indirect, or punitive damages regardless of whether such liability results from breach of contract, breach of warranties, tort, strict liability, or otherwise.

6. No Indemnification

No party shall be responsible for indemnification of any other party. Each party shall bear its own legal expenses, fees, or abilities should any arise from this agreement or any events referenced herein.

7. Term and Termination

7.1 This Agreement will be valid for the period of December 1, 2021 to December 1, 2024.

7.2 PHB may terminate this Agreement at any time for any reason by providing the City with thirty (30) days written notice of its intent to terminate. In the event that PHB terminates this Agreement for any reason other than City's breach of Agreement, PHB shall refund a prorated amount of fees received to the City for any period after the date of termination and return any materials, equipment, hardware, or software loaned by the City for the event, at the PBH's expense.

7.3 The City may terminate this Agreement anytime for any reason by providing thirty (30) days written notice to PHB of intent to terminate said Agreement.

8. Complete Agreement

This Agreement will supersede any or all prior oral or written forms of understanding between the City and PHB. This Agreement may not be amended or modified except when amended in writing and signed by both parties.

9. Independent Contractors

The parties shall perform the terms of this Agreement as independent contractors. The parties intend that this Agreement will not be construed to create any relationship between them or any of their respective employees other than that of independent entities contracting for the purpose of effecting the provisions of this Agreement.

10. Governing Law

This Agreement shall be governed by the laws of the State of Wyoming. The Courts of the State of Wyoming shall have jurisdiction over this Agreement and the parties. The venue shall be the Seventh Judicial District, Natrona County, Wyoming.

11. No Waiver of Governmental Rights

The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 *et seq.*, and the City specifically reserves the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

12. Availability of Government Funds

The payment obligation contained herein is contingent upon the availability of government funds which are appropriated or allocated for the payment of this obligation. If funds are not allocated and available for the continuance of the services to be performed by the City, this Agreement may be terminated by the City without penalty, and the City shall not be obligated or liable for any future payments due or for any damages as a result of termination under this section.

13. No Third-Party Beneficiaries

The parties to this Agreement do not intend to create in any other individual or entity the status of third-party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this Agreement shall operate only between the parties to this Agreement, and shall inure solely to the benefit of the parties to this Agreement. The parties to this Agreement intend and expressly agree that only parties signatory to this Agreement shall have any legal or equitable right to seek to enforce this Agreement, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Agreement, or to bring an action for the breach of this Agreement.

14. Force Majeure

Neither party shall be liable for failure to perform under this Agreement if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, pandemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.

15. Ownership of Documents

All documents and product of any kind resulting from the performance of this Agreement are at all times during the course of the performance and afterwards, the property of the Party creating the document and product.

16. Electronic Signatures

The parties understand and agree that they have the right to execute this Agreement through paper or through electronic signature technology, which is in compliance with Wyoming and federal law governing electronic signatures. The parties agree that to the extent they sign electronically, their electronic signature is the legally binding equivalent to their handwritten signature. Whenever they execute an electronic signature, it has the same validity and meaning as their handwritten signature. They will not, at any time in the future, repudiate the meaning of their electronic signature or claim that their electronic signature is not legally binding. They agree not to object to the admissibility of this Agreement as an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the grounds that it is an electronic record or electronic signature or that it is not in its original form or is not an original. Each party will immediately request that their electronic signature be revoked in writing if they discover or suspect that it has been or is in danger of being lost, disclosed, compromised or subjected to unauthorized use in any way. If either party would like a paper copy of this Agreement, they may request a copy from the other party, and the other party shall provide it.

IN WITNESS WHEREOF, the undersigned duly authorized representatives of the parties have executed this Agreement as of the day and year above.

APPROVED AS TO FORM:



ATTEST:

Fleur Tremel
City Clerk

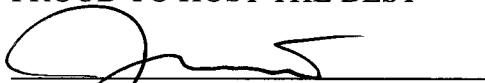
CITY OF CASPER, WYOMING
A Municipal Corporation

Steven K. Freel
Mayor

WITNESS:



PROUD TO HOST THE BEST



Jim Ruble
President/Director

RESOLUTION NO. 21-161

A RESOLUTION AUTHORIZING AN AGREEMENT
BETWEEN THE CITY OF CASPER AND PROUD TO HOST
THE BEST.

WHEREAS, under W.S. § 15-1-111(a)(i), the governing body of any city or town may make appropriations from the city or town general fund for advertising the resources of the city or town, subject to the limitations of W.S. § 15-1-111(b) and Article 16 § 6 of the Wyoming Constitution; and,

WHEREAS, Proud to Host the Best is a Wyoming non-profit corporation that raises funding to make Wyoming High School Activities Association (“WHSAA”) high school tournaments sustainable; and,

WHEREAS, the WHSAA tournaments bring an estimated \$13.9 million dollars into the Casper area, and the City receives part of that funding in the form of its portion of the sales tax revenue generated by it; and,

WHEREAS, every four years, Proud to Host the Best bids on these tournaments to the WHSAA, and 2021 is a bid year; and,

WHEREAS, the Casper Events Center, Casper College, Natrona County School District and Proud to Host the Best have signed a Memorandum of Understanding agreeing to host the tournament for another four years; and,

WHEREAS, Visit Casper and the Economic Development Joint Power Board have agreed to increase their funding to \$50,000 per year to host the WHSAA tournaments; and,

WHEREAS, at a January 26, 2021, City Council Work Session, Proud to Host the Best requested the City to allocate \$50,000 per year for the next four years to host the WHSAA tournaments; and,

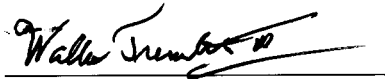
WHEREAS, the City Council believes that appropriating funding to the WHSAA can be made to advertise the resources of the City for hosting WHSAA tournaments; to benefit of the citizens of Casper (high school students who participate in the WHSAA tournaments and coaches, parents and staff in particular), and for the benefit of other participating governmental entities; and,

WHEREAS, City Council desires to move forward with formal approval of the \$50,000 per year contribution by authorizing an Agreement between the City and Proud to Host the Best.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized to execute an Agreement titled, "Proud to Host the Best 2021 Agreement" between the City of Casper, and Proud to Host the Best.

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2021.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Steven K. Freel
Mayor

October 14, 2021

MEMO TO: J. Carter Napier City Manager *JCN*

FROM: Andrew B. Beamer, P.E., Public Services Director *AB*
Alex Sveda, P.E., City Engineer *A.S.*
Scott R. Baxter, P.E., Associate Engineer

SUBJECT: Authorizing a Contract for Professional Services with WLC Engineering & Surveying, in the amount of \$68,400, for the Industrial Avenue Drainage and Surfacing Improvements, Elm to David, Project No. 21-055.

Meeting Type & Date:

Regular Council Meeting
November 2, 2021

Recommendation:

That Council, by resolution, authorize a contract for professional services with WLC Engineering & Surveying in the amount of \$68,400, for the Industrial Avenue Drainage and Surfacing Improvements, Elm to David, Project No. 21-055.

Summary:

The Industrial Avenue Drainage and Surfacing Improvements project includes reconstruction of the street section from Elm Street to David Street with the addition of curbs, sidewalks and ADA accessible ramps as space allows. The storm sewer system will be upgraded with new catch basins and upsizing of the undersized storm sewer main. One section of failing sanitary sewer main and a manhole will also be replaced as part of the project.

WLC was under contract in 2020 for the design of the project. At the request of the City of Casper Engineering Division, WLC provided a proposed scope of work and fee proposal for construction administration services. Staff has reviewed the proposal and recommends approval in order to proceed with this second phase of construction from Elm Street to David Street during the summer of 2022. WLC's fee for construction administration services is \$68,400.

The construction administration services for the project include meetings, review of shop drawings, review and recommendation of payments and change orders, construction inspections, materials testing, surveying, and as-built record drawings.

Financial Considerations:

Funding will be from Optional 1%#16 Sales Tax funds made available for Streets.

WLC Engineering & Surveying
Industrial Avenue Drainage & Surfacing Improvements, Elm to David
Project No. 21-055

Oversight/Project Responsibility:

Scott R. Baxter, Associate Engineer

Attachments:

Resolution

Agreement

WLC Engineering & Surveying
Industrial Avenue Drainage & Surfacing Improvements, Elm to David
Project No. 21-055

CONTRACT FOR PROFESSIONAL SERVICES

PART I - AGREEMENT

This Contract for Professional Services ("Contract") is entered into on this 5th day of November, 2021, by and between the following parties:

1. The City of Casper, Wyoming, a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601 ("City").

2. WLC Engineering & Surveying, 200 Pronghorn, Casper, Wyoming 82601 ("Consultant").

Throughout this document, the City and the Consultant may be collectively referred to as the "parties."

RECITALS

A. The City is undertaking a project to construct storm sewer and street improvements to Industrial Avenue.

B. The project requires professional services for the construction administration.

C. The Consultant represents that it is ready, willing, and able to provide the professional services to City as required by this Contract.

D. The City desires to retain the Consultant for such services.

NOW, THEREFORE, in consideration of the covenants and conditions set forth herein to be performed, the parties agree as follows:

1. **SCOPE OF SERVICES:**

The Consultant shall perform the following services in connection with and respecting the project as provided in Exhibit "A", Page 1 of 5 through Page 5 of 5, which are attached hereto and made a part of this Contract.

2. **TIME OF PERFORMANCE:**

The services of the Consultant shall be undertaken and completed on or before the 30th day of November 2023.

3. COMPENSATION:

In consideration of the performance of services rendered under this Contract, the Consultant shall be compensated for services performed in accordance with paragraph 1, not to exceed a sum of Sixty-Eight Thousand Four Hundred Dollars (\$68,400).

4. METHOD OF PAYMENT:

Payment will be made following completion of the terms set forth herein and receipt of an itemized invoice, certified under penalty of perjury, from the Consultant for services rendered in conformance with the Contract, and following approval by the Casper City Council. The invoice for payment must specify the correct amount due; that the Consultant has performed the services rendered under this Contract, in conformance with the Contract, and that it is entitled to receive the amount requested under the terms of the Contract.

If amounts owed by the Consultant to the City for any goods, services, licenses, permits or any other items or purpose remain unpaid beyond the City's general credit policy, those amounts may be deducted from the payment being made by the City to the Consultant pursuant to this Contract.

5. TERMS AND CONDITIONS:

This Contract is subject to and incorporates the provisions attached hereto as PART II -- GENERAL TERMS AND CONDITIONS.

6. EXTENT OF CONTRACT:

This Contract represents the entire and integrated Agreement between the City and the Consultant, and supersedes all prior negotiations, representations, or agreements, either written or oral. The Contract may be amended only by written instrument signed by both the City's and the Consultant's authorized representatives.

The City and the Consultant each individually represent that they have the requisite authority to execute this Contract and perform the services described in this Contract.

IN WITNESS WHEREOF, the undersigned duly authorized representatives of the parties have executed this Contract as of the day and year above.

APPROVED AS TO FORM



ATTEST

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Steven K. Freel
Mayor

WITNESS

CONSULTANT
WLC Engineering & Surveying

By: _____

By: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____

CONTRACT FOR PROFESSIONAL SERVICES

PART II - GENERAL TERMS AND CONDITIONS

1. TERMINATION OF CONTRACT:

1.1 The City may terminate this Contract anytime by providing thirty (30) days written notice to Consultant of intent to terminate said Contract. In such event, all finished or unfinished documents, data, studies and reports prepared by the Consultant under this Contract shall, at the option of the City, become its property, and the Consultant shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents.

1.2 Notwithstanding the above, the Consultant shall not be relieved of liability to the City for damages sustained by the City, by virtue of termination of the Contract by Consultant, or any breach of the Contract by the Consultant, and the City may withhold any payments to the Consultant for the purpose of setoff until such time as the exact amount of damages due the City from the Consultant are determined.

2. CHANGES:

The City may, from time to time, request changes in the scope of the services of the Contract. Such changes, including any increase or decrease in the amount of the Consultant's compensation, which are mutually agreed upon between the City and the Consultant, shall be incorporated in written amendments to this Contract. There shall be no increase in the amount of Consultant's compensation unless approved by Resolution adopted by City.

3. ASSIGNABILITY:

The Consultant shall not assign any interest in this Contract, and shall not transfer any interest in the same (whether by assignment or novation) without the prior written approval of the City: provided, however, that claims for money due or to become due to the Consultant from the City under this Contract may be assigned to a bank, trust company, or other financial institution, or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer shall be furnished to the City within five (5) business days of any assignment or transfer.

4. AUDIT:

The City and its representatives shall have access and obtain at its discretion, copies to any books, documents, papers, electronic data and records of the Consultant, which are pertinent to this Contract. The Consultant shall immediately, upon receiving written instruction from the City, provide to any independent auditor or accountant all books,

documents, papers, electronic data and recordings of the Consultant which are pertinent to this Contract. The Consultant shall cooperate fully with any such independent auditor or accountant during the entire course of any audit authorized by the City.

5. EQUAL EMPLOYMENT OPPORTUNITY:

In carrying out the program, the Consultant shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or disability. The Consultant shall take affirmative action to ensure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, or disability. Such action shall include, but not be limited to, the following: employment upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Consultant shall post in conspicuous places, available to employees and applicants for employment, notices required by the government setting forth the provisions of this nondiscrimination clause. The Consultant shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, or disability.

6. OWNER OF PROJECT MATERIALS:

All finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, films, duplicating plates, and reports prepared by the Consultant under this Contract shall be considered the property of the City, and upon completion of the services to be performed, or termination of this agreement, they will be turned over to the City provided that, in any case, the Consultant may, at no additional expense to the City, make and retain such additional copies thereof as Consultant desires for its own use; and provided further, that in no event may any of the documents, data, studies, surveys, drawings, maps, models, photographs, films, duplicating plates, or other reports retained by the Consultant be released to any person, agency, corporation, or organization without the written consent of the City.

7. FINDINGS CONFIDENTIAL:

All reports, information, data, etc., given to or prepared, or assembled by the Consultant under this Contract are confidential and shall not be made available to any individual or organization by the Consultant without the prior written consent of the City.

8. GOVERNING LAW AND VENUE:

This Contract shall be governed by the laws of the State of Wyoming. The Courts of the State of Wyoming shall have jurisdiction over this Contract and the parties. The venue shall be the Seventh Judicial District, Natrona County, Wyoming. The Consultant shall also comply with all applicable laws, ordinances, and codes of the local, state, or federal

governments and shall not trespass on any public or private property in performing any of the work embraced by this Contract.

9. PERSONNEL:

The Consultant represents that it has, or will secure, all personnel required in performing the services under this Contract. Such personnel shall not be employees of the City. All of the services required shall be performed by the Consultant, or under its supervision, and all personnel engaged in the work shall be fully qualified. All personnel employed by Consultant shall be employed in conformity with applicable local, state or federal laws.

10. SUBCONSULTANT:

The Consultant shall not employ any Subconsultant to perform any services in the scope of this project, unless the Subconsultant is approved in writing by the City. Any approved Subconsultant shall be paid by the Consultant.

11. INSURANCE AND INDEMNIFICATION:

A. **Prior to** the commencement of work, Consultant shall procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its Subconsultants, agents, representatives, or employees.

B. *Minimum Scope and limit of Insurance.*

Coverage shall be at least as broad as:

1. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit). The CGL policy shall be endorsed to contain Employers Liability/Stop Gap Coverage
2. Automobile Liability: Insurance Services Office Form Number CA 0001 covering Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than Five Hundred Thousand (\$500,000) per accident for bodily injury and property damage.

3. Workers' Compensation: as required by the State of Wyoming with Statutory Limits.
 4. Professional Liability (Errors and Omissions) Insurance appropriate to the Consultant's profession, with limit no less than the sum of Two Million Dollars (\$2,000,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Two Million Dollars (\$2,000,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location.
- C. *Higher Limits.* If the Consultant maintains broader coverage and/or higher limits than required under this Agreement, then the City shall be entitled to the broader coverage and/or the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.
- D. *Other Insurance Provisions*

The insurance policies are to contain, or be endorsed to contain, the following provisions:

1. *Additional Insured Status*

The City, its officers, elected and appointed officials, employees, agents and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage shall be provided in the form of an endorsement to the Consultant's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38 and CG 20 37 forms if later revisions used).

2. *Primary Coverage*

For any claims related to this Contract, the Consultant's insurance coverage shall be primary and non-contributory insurance coverage at least as broad as ISO CG 20 01 04 13 as respects the Consultant as respects the City, its officers, elected and appointed officials, employees, agents and volunteers.

3. *Notice of Cancellation*

Each insurance policy required above shall state that coverage shall not be canceled, materially changed, or reduced, except with notice to the City. Such notice to the City shall be provided in a commercially reasonable time.

4. *Waiver of Subrogation*

Consultant hereby grants to City a waiver of any right to subrogation which any insurer of said Consultant may acquire against the City by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

5. *Deductibles and Self-Insured Retentions*

Consultant has two options regarding deductibles and self-insured retentions:

- a. Option 1: Any deductibles or self-insured retentions must be declared to and approved by the City. Unless otherwise approved by the City in writing, any deductible may not exceed Ten Thousand Dollars (\$10,000). Unless otherwise approved in writing by the City, self-insured retentions may not exceed Ten Thousand Dollars (\$10,000), and the City may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.
- b. Option 2: Consultant shall carry insurance with terms that require its insurance company to pay the full value of a covered claim from the first dollar of coverage, even if the Consultant is unable to pay any deductible or self-insured retention amount(s) required by the insurance policy. Consultant shall provide a written endorsement from its insurance carrier that such insurance coverage is in place, and shall keep such coverage in place during the term of this Contract and any subsequent time period required for claims made policies.

6. *Acceptability of Insurers*

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise agreed to in writing by the City.

7. *Claims Made Policies*

If any of the required policies provide coverage on a claims-made basis:

- a. The Retroactive Date must be shown and must be before the date of the Contract or the beginning of Contract work.
- b. Insurance must be maintained and evidence of insurance must be provided *for at least five (5) years after completion of the contract of work*. However, Consultant's liabilities under this Contract shall not be deemed limited in any way by the insurance coverage required.
- c. If coverage is canceled or non-renewed, and not *replaced with another claims-made policy form with a Retroactive Date* prior to the Contract

effective date, the Consultant must purchase “extended reporting” coverage for a minimum of *five (5)* years after completion of contract work and at all times thereafter until the applicable statute of limitations runs.

8. *Verification of Coverage*

Consultant shall furnish the City with original certificates of insurance including all required amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to the City before work begins. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant’s obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

9. *Subconsultants*

Consultant shall require and verify that all Subconsultants maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that the City is an additional insured on insurance required from Subconsultants.

10. *Special Risks or Circumstances*

City reserves the right to reasonably modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

- E. Consultant agrees to indemnify the City, the City’s employees, elected officials, appointed officials, agents, and volunteers, and all additional insured and hold them harmless from all liability for damages to property or injury to or death to persons, including all reasonable costs, expenses, and attorney's fees incurred related thereto, to the extent arising from negligence, fault or willful and wanton conduct of the Consultant and any Subconsultant thereof.

12. INTENT:

Consultant represents that it has read and agrees to the terms of this Contract and further agrees that it is the intent of the parties that Consultant shall perform all of the services for the compensation set forth in this Contract. Consultant also agrees that it is the specific intent of the parties, and a material condition of this Contract, that it shall not be entitled to compensation for other services rendered unless specifically authorized by the City by Resolution of its governing body. Consultant agrees that it has carefully examined the Scope of Services, and that the compensation is adequate for performance of this Contract.

13. WYOMING GOVERNMENTAL CLAIMS ACT:

The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et seq., and the City specifically reserves the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

14. NO THIRD PARTY BENEFICIARY RIGHTS:

The parties to this Contract do not intend to create in any other individual or entity the status of third-party beneficiary, and this Contract shall not be construed so as to create such status. The rights, duties and obligations contained in this Contract shall operate only between the parties to this Contract, and shall inure solely to the benefit of the parties to this Contract. The parties to this Contract intend and expressly agree that only parties signatory to this Contract shall have any legal or equitable right to seek to enforce this Contract, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Contract, or to bring an action for the breach of this Contract.

15. FORCE MAJEURE:

Neither party shall be liable for failure to perform under this Contract if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, pandemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.

16. ELECTRONIC SIGNATURES:

The parties understand and agree that they have the right to execute this Contract through paper or through electronic signature technology, which is in compliance with Wyoming and federal law governing electronic signatures. The parties agree that to the extent they sign electronically, their electronic signature is the legally binding equivalent to their handwritten signature. Whenever they execute an electronic signature, it has the same validity and meaning as their handwritten signature. They will not, at any time in the future, repudiate the meaning of their electronic signature or claim that their electronic signature is not legally binding. They agree not to object to the admissibility of this Contract as an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the grounds that it is an electronic record or electronic signature or that it is not in its original form or is not an original. Each party will immediately request that their electronic signature be revoked in writing if they discover or suspect that it has been or is in danger of being lost, disclosed, compromised or subjected

to unauthorized use in any way. If either party would like a paper copy of this Contract, they may request a copy from the other party, and the other party shall provide it.



CASPER
200 PRONGHORN
CASPER, WY 82601
P: 307-266-2524

November 3, 2021

Mr. Scott Baxter, PE
City of Casper, Engineering Department
Submitted via email

RE: Industrial Avenue Drainage and Surfacing Improvements, Elm to David, Bidding and Construction Services Proposal

Mr. Baxter:

Per your request, we have prepared this proposal to provide Bidding and Construction Services for the Industrial Avenue Drainage and Surfacing Improvements, Elm Street to David Street. The following scope of work is based upon the previously designed project.

Contract Documents - \$4,000

- Revise existing design drawings to exclude the section from Spruce to Elm.
- Revise and update cover sheet, notes, and details to reflect current scope of construction work.
- Compile and prepare design drawings for bidding.
- Revise and update project manual to reflect current scope of construction work.
- Compile and prepare project manual for bidding.

Bidding - \$1,500

- Assist the City to distribute bidding documents to prospective bidders via Quest CDN.
- Host Prebid meeting and distribute notes of meeting to plan holders.
- Prepare addenda during bidding.
- Attend bid opening.
- Tabulate bids.
- Prepare recommendation of award to the City.

Construction Services

For the purposes of this proposal, we are estimating that construction will take **60 working days**.

Contract Administration - \$21,500

- Host preconstruction meeting and prepare and distribute meeting notes.
- Project Engineer to visit site and monitor work to assure compliance with Contract Documents.
- Coordinate with contractor and the City of Casper to execute the Resident Communication Plan.
- Review material certifications and shop drawings for compliance with the specifications.
- Review all material testing results for compliance with the specifications. This includes contractor provided testing.

- Site visits by Project Engineer to assess construction progress and maintain presence on project.
- Coordinate and communicate between the Contractor and City of Casper representatives.
- Process applications for payment.
- Evaluate and make recommendations for change order requests, including processing of change orders.
- Quantity verification.
- Attend weekly progress meetings.
- Compilation of all meeting notes for distribution.
- Conduct and coordinate substantial and final walk-through meetings.
- Conduct warranty period walk-through meeting near the end of warranty period.

Construction Observation - \$25,100

We anticipate the Construction Observer to be onsite an average of 4 hours per day for 60 working days.

- Daily visit by WLC representative during construction.
- Detailed daily diaries by field representatives.
- WLC representative on project as required by City of Casper for utility and surfacing installation.
- Observe and record results of water pressure and bacteria testing, and sanitary sewer pressure and mandrel testing.
- Detailed daily diaries by field representatives.

Material Testing - \$5,200

The Construction Observer assigned to the project will perform material testing while onsite. The fees for this scope of work are for laboratory tests and reimbursable expenses.

- Prepare three subgrade proctor values.
- Provide subgrade density testing.
- Provide storm sewer trench density testing.
- Provide concrete field testing including air entrainment, slump, and temperature.
- Provide concrete compressive strength testing at 7 and 28 days. We anticipate casting 45 cylinders for the project.
- Coordinate testing with the Contractor.

**WLC will provide materials testing per the City of Casper's requirements only once. If retesting is required due to failing tests, WLC will notify the owner and will invoice additional time for the retests. Since WLC will not have a contract with the Contractor, the owner will be responsible for these additional costs and it will be up to the owner to recover these costs from the contractor if necessary.*

Per recent modifications to the City of Casper Paving Specifications, the Contractor will be required to perform Quality Control and Quality Assurance testing on the base coarse and asphalt.

Construction Surveying - \$9,600

We anticipate a survey crew, consisting of two people for some staking operations, will be onsite an average of four hours per day for ten days.

Mr. Scott Baxter, PE
November 3, 2021
Page 3 of 3

- Engineering design staff compiles design information to be staked in the field.
- Provide control for contractor use.
- Provide DTM information for Contractor use, if requested.
- Provide top back of curb staking for curb and gutter replacement.
- Provide staking for valley pan installation.
- Provide storm sewer staking for construction.

**WLC will provide staking for each of the above items only once. If stakes are needlessly destroyed, WLC will notify the owner and will invoice additional time to replace the stakes. The owner will be responsible for these additional costs and it will be up to the owner to recover these costs from the contractor if necessary.*

Record Drawings - \$1,500

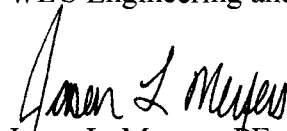
- Compile all as-constructed information.
- Provide information to City of Casper GIS Department, as necessary.
- Provide electronic record drawings to the City of Casper.

Construction Documents, Bidding, and Construction Services Fee: \$68,400

The Professional Services Fee is presented as a time and materials fee with an upset amount not to exceed \$68,400. WLC will invoice monthly for the time and materials used during that period. Our 2021 fee schedule is attached, dated 11/3/21. This Fee Schedule will be used for the duration of this project.

Please contact me with any questions regarding this proposal.

Sincerely,
WLC Engineering and Surveying



Jason L. Meyers, PE
Project Manager

Encl.



ENGINEERING • SURVEYING • PLANNING
WWW.WLCWYO.COM

2021 FEE SCHEDULE

DEDICATED TO CLIENTS.
DEFINED BY EXCELLENCE.

Submitted to: City of Casper

Project: Industrial Ave.
Elm to David

Submitted by: Jason Meyers

Date: 11/3/21

2021 MASTER FEE SCHEDULE

EFFECTIVE DATE: January 1, 2021

LABOR CHARGES

Staff Type	Hourly Rate
Office Assistant	\$61.00
Clerical/Word Processor	\$67.00
Office Technician	\$74.00
Accounting Research Technician	\$80.00
Archivist	\$93.00
Technician I	\$67.00
Technician II	\$77.00
Technician III	\$88.00
Technician IV	\$98.00
Technician V	\$108.00
Engineer I	\$111.00
Engineer II	\$124.00
Engineer III	\$136.00
Engineer IV	\$148.00
Engineer V	\$158.00
Project Manager	\$173.00
Senior Project Manager	\$190.00
Principal	\$215.00

Equipment/Reimbursable	Fee per Unit
Vehicle	\$78.75 per day
Mileage	\$1.05 per mile
Per Diem	\$13.75 per unit
Meals	Cost + 10%
Lodging, travel, etc.	Cost + 10%
Computer Cad/GIS	\$33.50 per hour
Consultants	Cost + 10%
Subcontractors	Cost + 15%
Filing Fees/Recordings	Cost + 10%
3D Laser Scanner - Drone	\$157.50 per hour

Staff Type	Hourly Rate
Planning Technician	\$101.00
Senior Planner	\$125.00
Drafting Technician I	\$88.00
Drafting Technician II	\$98.00
Drafting Technician III	\$108.00
Drafting Technician IV	\$113.00
Drafting Technician V	\$124.00
GIS Technician I	\$98.00
GIS Technician II	\$108.00
GIS Technician III	\$118.00
Surveying Technician I	\$82.00
Surveying Technician II	\$93.00
Surveying Technician III	\$103.00
Surveying Technician IV	\$118.00
Surveying Technician V	\$136.00
Surveyor (L.S.)	\$160.00
Grantsman	\$155.00
Assistant Grantsman	\$101.00

Equipment/Reimbursable	Fee per Unit
Field/Office Materials (Int/ Ext)	Cost + 10%
Prints/Maps/Reproduction (Int/Ext)	Cost + 10%
Insurance (Addl. Insur., Waiver, RR)	Quote
Communications (Internal / External)	Cost + 10%
External Delivery	Cost + 10%
GPS (RTK – Hourly Charge)	\$80.00 per hour
Digital Level	\$24.50 per hour
UTV	\$152.00 per day
Robotic TS/Pathfinder – Hourly Charge	\$76.25 per hour
Total Station with Data Collector	\$30.00 per hour
Field/Office Equipment (External)	Cost + 15%

1. All field charges begin at the time of departure and terminate at the time of return to the point of origin (the home office or place of lodging).
2. Final invoiced amounts may vary from cost opinions because of variations in the time of performance, anticipated site conditions or changes in the scope of services.
3. Work over forty (40) hours per week, on weekends or holidays, or beyond normal working hours, at the client's request or convenience, will be charged at a rate of 1.5 times the above fees.
4. Payment is expected within 30 days after the invoice date.
5. Fees and rates subject to change. Additional (non-current) Governmental taxes, charges and fees will be passed on to the client.
6. Unless otherwise specified in the proposal Client safety requirements will be charged at an additional labor rate of 10%.

2021 MASTER FEE SCHEDULE

EFFECTIVE DATE: January 1, 2021

MATERIAL TESTING RATES

Reimbursable	Fee per Unit	Reimbursable	Fee per Unit
* Standard Proctor Density Curve – A, B, C, D	*\$54.50 per test	* Resistance to Plastic Flow, Plant Mix	*\$265.00 per set of 3
* Modified Proctor Density Curve – A, B, C, D	*\$66.00 per test	* Resistance to Plastic Flow, Lab Mix	*\$363.00 per set of 3
* 1 Check Point Proctor – Method—A, B, C, D	\$18.50 per test	* Theoretical Maximum Specific Gravity Rice Test; Plant Mix	*\$94.00 per set of 3
* Nuclear Moisture Density (hour)	*\$21.00 per hour		
* Nuclear Moisture Density (day)	*\$131.00 per day	* Theoretical Maximum Specific Gravity Rice Test; Lab Mix	*\$190.00 per test
* Field Density Test – Sandcone	See Labor Charges		
Relative Density (Minimum/Maximum)	\$388.50 each	* Bulk Specific Gravity of Compacted Bituminous Mixtures	*\$52.50 per test
* Specific Gravity (Soil)	\$52.75 each		*
		Extraction of Bituminous Mix (Chemical)	\$241.50 per test
* Moisture Test	\$21.00 per test	Extraction of Bituminous Mix (Oven)	\$160.75 per test
* Atterberg Limit Test	\$88.75 per test	Immersion Compression Test Plant Mix	\$645.75 per set of 3
* Sieve Analysis 1.5 -- #4 Sieve (6 or less)	\$54.00 per test	Immersion Compression Test Lab Mix	\$830.00 per set of 3
* Sieve Analysis #4 – 200 Sieve Incl. Wash (6 or less)	\$83.00 per test	Computation of % Air Voids, Voids in the Mineral Aggregate	Quote
* #200 Wash	\$41.75 per test	Ignition Oven Calibration	\$294.00 per mix change
* Additional Sieves	\$41.75 per sieve		
Hydrometer	\$178.50 each		
* California Bearing Ratio Test (1 Point)	*\$201.00 per test		
* California Bearing Ratio Test (3 Points)	*\$514.50 per test	* Mix Design – Asphalt	\$1.00 per test & See Labor Charges
Unconfined Compression Test	\$160.50 each	* Mix Design – Verification, Asphalt	\$1.00 per test & See Labor Charges
* Hand Penetrometer Test	*\$13.50 each	* Field Lab	Cost + 10%
Consolidation/Swell Test	\$225.75 per test	* Large Shaker on Site	\$231.00 per day
Permeability Test	\$225.75 per test	* Small Shaker on Site	\$173.00 per day
		* Sample Bags	*\$2.00 each
* Organic Vapor Monitor (hour)	*\$21.25 per hour		
* Organic Vapor Monitor (day)	*\$137.50 per day	* Specific Gravity & Absorption (Coarse)	See Labor Charges
* Water Level Indicator (day)	*\$33.50 per day	* Specific Gravity & Absorption (Fine)	See Labor Charges
			\$1.00 per test & See Labor Charges
* Environmental Sampling Pump (hour)	*\$24.25 per hour	* % Crushed Particles (Fractured Faces)	\$1.00 per test & See Labor Charges
* Environmental Sampling Pump (day)	*\$135.50 per day	* Flat & Elongated Particles	See Labor Charges
* Bailers	*\$14.50 each	* Aggregate Soundness (LA Abrasion)	\$201.00 each
* Asphalt Core Standard 4" Diameter up to 6" depth	*\$41.75 per core	* Sodium/Magnesium Sulfate (SAS) Test	\$445.00 each
* Concrete Core Standard 4" Diameter up to 6" depth	*\$59.75 per core	* SAS Test – Additional Sieves	\$103.50 each
* Asphalt Core – Other Sizes Available	*Quote	Fine Aggregate Angularity	\$230.00each
* Concrete Core – Other Sizes Available	*Quote	* Unit Weight & Voids in Aggregate	*\$53.00 each
* Compressive Strength of Concrete Cores	*\$44.75 each		
* Cylinder Molds	*\$4.00 per mold	* Rock Correction	See Labor Charges
* Cylinder Breaks – Concrete, Mortar, Grout	*\$22.50 each	Sand Equivalent (set of 3)	\$357.00 per set
* Concrete, Mortar, Grout Cubes 2 x 2	*\$30.00 per cube	* Flow Meter Trailer	*\$300.00 per Test
* Epoxy Cubes or 3" x 6" Cylinders	*\$41.50 each		
	\$1.00 per test & See Labor Charges	Materials Testing (internal, external or not listed)	Cost + 15%
* Mix Design – Concrete	See Labor Charges		
* Air, Slump Tests, and Unit Weight	See Labor Charges	Soil Resistivity	\$149.00 each
* Sample Preparation, Field Sampling And Transportation	See Labor Charges		

1. Tests are done to applicable ASTM and/or AASHTO and/or ACI standards.
2. *Labor charges additional to stated rate.

RESOLUTION NO. 21-162

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH WLC ENGINEERING AND SURVEYING FOR CONSTRUCTION ADMINISTRATION SERVICES FOR THE INDUSTRIAL AVENUE DRAINAGE AND SURFACING IMPROVEMENTS, ELM TO DAVID PROJECT.

WHEREAS, the City of Casper desires to secure an engineering firm to provide construction administration services for the Industrial Avenue Drainage and Surfacing Improvements Project; and,

WHEREAS, WLC Engineering and Surveying is able and willing to provide those professional services.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, a Contract for Professional Services with WLC Engineering and Surveying, in the amount of Sixty-Eight Thousand Four Hundred Dollars (\$68,400) for services more specifically delineated in the contract.

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments and contract extensions, using appropriate funds, throughout the project as prescribed by the Contract, for a total amount not to exceed Sixty-Eight Thousand Four Hundred Dollars (\$68,400).

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2021.

APPROVED AS TO FORM:




ATTEST:


CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Steven K. Freel
Mayor

November 3, 2021

MEMO TO: J. Carter Napier, City Manager 

FROM: Andrew Beamer, P.E., Public Services Director 
Alex Sveda, P.E., City Engineer AS.
Terry Cottenoir, Engineering Technician

SUBJECT: Authorizing an Agreement with Casper Electric, Inc., in the Amount of \$200,000.00 for the Ballfield Lighting Replacements - Phase II, Project No. 21-033.

Meeting Type & Date
Regular Council Meeting
November 16, 2021

Action type
Resolution

Recommendation

That Council, by resolution, authorize an agreement with Casper Electric, Inc., in the amount of \$200,000.00, for the Ballfield Lighting Replacements - Phase II, Project No. 21-033. Furthermore, it is recommended that Council authorize a construction contingency account, in the amount of \$3,000.00, for a total project amount of \$203,000.00.

Summary

On Wednesday, November 3, 2021, five (5) bids were received for the Ballfield Lighting Replacements - Phase II, Project No. 21-033. The base bids received for this work are as follows:

<u>CONTRACTOR</u>	<u>BUSINESS LOCATION</u>	<u>BID AMOUNT</u>
Casper Electric, Inc.	Casper, WY	\$200,000.00
Transmission Distribution Service	Glenrock, WY	\$225,587.28
ITC Electrical Technologies	Casper, WY	\$240,920.00
City Service Electric Company	Casper, WY	\$253,757.00
BODEC Electric	Rock Springs, WY	\$261,000.00

The project consists of the removal and replacement of the existing sports lighting and poles at North Casper Field 5. The light and poles are nearing the end of their operational lives and have required extensive repairs recently. The base bid estimate prepared by the City's consultant, Engineering Design Associates (EDA), was \$198,000.00. EDA reviewed the bids for this project and recommends awarding the project to Casper Electric. Work is scheduled to be completed by March 18, 2022.

As required by State Statute, in-state bidders receive a five percent (5%) bid preference. As all bids were received from in-state Contractors, no bid preference was granted. A notice was

published in the local newspaper once a week for two consecutive weeks as required by State Statute, and the project was advertised on the City of Casper's website (www.casperwy.gov).

Financial Considerations

Funding will be from the Perpetual Care fund allocated to North Casper Field 5 Lighting.

Oversight/Project Responsibility

Terry Cottenoir, Engineering Technician, Public Services Department.

Attachments

Resolution

Agreement

STANDARD FORM OF
AGREEMENT BETWEEN OWNER AND CONTRACTOR

THIS AGREEMENT is made between the City of Casper, 200 North David Street, Casper, Wyoming 82601, hereinafter referred to as the "Owner," and with Casper Electric, Inc., 3150 East Yellowstone Highway, Casper, Wyoming 82609, hereinafter referred to as the "Contractor."

WHEREAS, the City of Casper desires to remove and replace the existing sports lighting and poles at North Casper Softball Field #5; and,

WHEREAS, Casper Electric, Inc., is able and willing to provide those services specified as the Ballfield Lighting Replacement - Phase II, Project No. 21-033.

NOW, THEREFORE, it is hereby agreed as follows:

ARTICLE 1. WORK.

Contractor shall perform all the work required by the Contract Documents for the Ballfield Lighting Replacement - Phase II, Project No. 21-033, hereinafter referred to as the "Work."

ARTICLE 2. ENGINEER.

The Project has been designed by the Engineering Design Associates, who is hereinafter referred to as the "Engineer" and who is to act as Owner's representative, assume all duties and responsibilities and have the rights and authority assigned to Engineer in the Contract Documents in connection with completion of the Work in accordance with the Contract Documents.

ARTICLE 3. CONTRACT TIME.

- 3.1 Substantial Completion shall include all Work required to make the project operational for intended use including all paving and concrete work associated with the street and concrete flatwork.
- 3.2 The Work will be substantially completed by **March 18, 2022**, and completed and ready for final payment in accordance with Article 14 of the General Conditions by **April 1, 2022**.
- 3.3 Liquidated Damages. Owner and Contractor recognize that time is of the essence of this Agreement and that Owner will suffer financial loss if the Work is not substantially completed by the time specified in Paragraph 3.1 above, plus any extension thereof allowed in accordance with Article 12 of the General Conditions. They also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not substantially completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty) Contractor shall pay Owner One Thousand Dollars (\$1,000.00) for each day that expires after the time specified in Paragraph 3.1 for substantial

completion. After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining work within the time specified in paragraph 3.1 for completion and readiness for final payment or any proper extension thereof granted by Owner, Contractor shall pay Owner Five Hundred Dollars (\$500.00) for each day that expires after the time specified in paragraph 3.1 for completion and readiness for final payment. It is further agreed that such liquidated damages are not a penalty, but represent the parties' best estimate of actual damages.

ARTICLE 4. CONTRACT PRICE.

Owner shall pay Contractor in current funds for performance of the Work in accordance with the Contract Documents, subject to additions and deductions by Change Order, the contract price of Two Hundred Thousand Dollars (\$200,000.00), subject to additions and deductions by Change Order approved by the Owner. The contract fee shall be based on materials actually furnished and installed and services actually provided based on the unit prices contained in the Bid Form, included as Exhibit "A" (pages BF-1 through BF-4, Bid Form) and Itemized Bid Schedule, included as Exhibit "B" (page BS-1, Bid Schedule) and by this reference made a part of this Agreement.

ARTICLE 5. PAYMENT PROCEDURES.

Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed through the Engineer as provided in the General Conditions.

5.1 Progress Payments. Contractor's Applications for Payment, as recommended by Engineer, shall be submitted to City Engineering Staff on or before the 25th day of each month during construction, and Owner shall mail progress payments in the following month one day after the second monthly meeting of the Casper City Council. Progress payments shall be structured as provided below. All progress payments will be on the basis of the progress of the Work measured by the Schedule of Values provided for in Paragraph 14.1 of the General Conditions, subject to the cutoff and submittal dates provided in the General Provisions.

5.1.1 Progress payment will be made in an amount equal to ninety-five percent (95%) of the Work completed. Owner shall withhold five percent (5%) of the work completed as retainage, said retainage to be paid in accordance with the provisions of Paragraph 5.3, Final Payment.

5.1.2 Should amounts owed by the Contractor to the City for any goods, services, licenses, permits or any other item or purpose remain unpaid beyond the City's general credit policy, those amounts may be deducted from the payment being made by the City to the Contractor pursuant to this agreement.

5.2 OWNER may withhold progress payments if CONTRACTOR fails to submit an updated progress schedule with the application for payment as detailed in Section 01310 Progress Schedules.

- 5.3 Final Payment. Upon final completion and acceptance of the Work in accordance with Paragraph 14.13 of the General Conditions, Engineer shall recommend payment and present Contractor's Final Application for Payment to the City. Pursuant to Wyoming State Statutes, final payment cannot be made until forty-one (41) days after publication of the first Notice of Completion.

ARTICLE 6. WITHHELD FUNDS.

Pursuant to Wyoming Statutes Section 16-6-701 et seq., withheld percentages for Contracts exceeding Fifty Thousand and 00/100 Dollars (\$50,000.00) will be retained in an account in the name of the Contractor (except when specifically waived in writing by Contractor) which has been assigned to the Owner until the Contract is completely, satisfactorily, and finally accepted by the Owner. Unless a depository is designated by the Contractor in a written attachment hereto, the Contractor's signature hereon shall act as authority for the Owner to designate a retainage depository on behalf of the Contractor, for the purposes specified in Wyoming Statutes Section 16-6-704. The Contractor's signature hereon shall act as an assignment of the depository account to the Owner, as provided by Wyoming Statutes Section 16-6-701 et seq., whether the depository is designated by the Contractor or by the Owner.

ARTICLE 7. CONTRACTOR'S REPRESENTATIONS.

In order to induce Owner to enter into this Agreement, Contractor makes the following representations:

- 7.1 Contractor has familiarized himself with the nature and extent of the Contract Documents, Work, locality, and with all local conditions and federal, state, and local Laws and Regulations that in any manner may affect cost, progress, or performance of the Work.
- 7.2 Contractor has studied carefully all reports of investigations and tests of subsurface and latent physical conditions at the site or otherwise affecting cost, progress, or performance of the work which were relied upon by Engineer in the preparation of the Drawings and Specifications and which have been identified in the Supplementary Conditions.
- 7.3 Contractor has made or caused to be made examinations, investigations, and tests and studies as he deems necessary for the performance of the Work at the Contract Price, within the Contract Time, and in accordance with the other terms and conditions of the Contract Documents; and no additional examinations, investigations, tests, reports, or similar data are or will be required by Contractor for such purposes.
- 7.4 Contractor has correlated the results of all such observations, examinations, investigations, tests, reports, and data with the terms and conditions of the Contract Documents.
- 7.5 Contractor has given Engineer written notice of all conflicts, errors, or discrepancies that he has discovered in the Contract Documents and the written resolution thereof by Engineer is acceptable to Contractor.

ARTICLE 8. CONTRACT DOCUMENTS.

The Contract Documents which comprise the entire agreement between Owner and Contractor are attached to this Agreement, made a part hereof and consist of the following:

- 8.1 This Agreement (Pages SFA-1 of 5 through SFA-5 of 5, inclusive).
- 8.2 Joint Account Agreement or Letter of Forfeiture waiving same.
- 8.3 Exhibit "A" - Bid Form (Pages BF-1 of 4 through BF-4 of 4, inclusive).
- 8.4 Exhibit "B" - Bid Schedule (Page BS-1 of 1, inclusive).
- 8.5 Addenda No. (1, 2, 3).
- 8.6 Performance and Labor and Payment Bonds.
- 8.7 Certificates of Insurance, of Workers' Compensation Coverage, and of Unemployment Insurance Coverage.
- 8.8 General Conditions (Pages 00700-1 to 00700-42, inclusive).
- 8.9 Supplementary Conditions (Pages SC-1 to SC-16, inclusive).
- 8.10 Technical Specifications, consisting of fourteen (14) sections
- 8.11 Notice of Award.
- 8.12 Notice to Proceed.
- 8.13 Minutes of the Pre-Bid Conference, if any.
- 8.14 Contract Drawings, with each sheet bearing the following general title:

Ballfield Lighting Replacement - Phase II, Project No. 21-033

- 8.15 Shop Drawings and other Submittals furnished by Contractor during performance of the Work and accepted by the Owner.
- 8.16 Any modifications, amendments, and supplements, including Change Orders, issued pursuant to Paragraphs 3.04 and 3.05 of the General Conditions, on or after the effective date of this Agreement.

8.17 Notice of Substantial Completion.

ARTICLE 9. GOVERNMENTAL CLAIMS ACT

The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et seq. The City specifically reserves the right to assert any and all immunities, rights, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

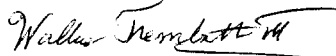
ARTICLE 10. MISCELLANEOUS PROVISIONS.

Terms used in this Agreement, which are defined in the General Conditions, shall have the meanings designated in those conditions.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in one (1) original copy on the day and year below written.

DATED this _____ day of _____, 2021.

APPROVED AS TO FORM:



WITNESS:

By: _____

Title: _____

ATTEST:

By: _____

Fleur Tremel

Title: City Clerk

CONTRACTOR:

Casper Electric, Inc.

By: _____

Title: _____

OWNER:

CITY OF CASPER, WYOMING

A Municipal Corporation

By: _____

Steven K. Freel

Title: Mayor

EXHIBIT "A"
STANDARD
BID FORM
(Approved by City Attorney, 1995)

PROJECT IDENTIFICATION: City of Casper
 Ballfield Lighting Replacement – Phase II
 Project No. 21-033

THIS BID SUBMITTED TO: City of Casper
 200 North David Street
 Casper, Wyoming 82601

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with the City in the form included in the Bidding Documents and to complete all Work as specified or indicated in the Bidding Documents for the Contract Price by **March 18, 2022**, and completed and ready for final payment not later than **April 1, 2022**, in accordance with the Bidding Documents.
2. Bidder accepts all of the terms and conditions of the Advertisement for Bids and Instructions to Bidders, including without limitation those dealing with the disposition of Bid Guaranty. This Bid will remain effective for thirty (30) days after the day of Bid opening. Bidder will sign the Agreement and submit the Bonds and other documents required by the Bidding Documents within thirty (30) days after the date of the City's Notice of Award.
3. Notice that preferences will be granted pursuant to Wyoming Statutes Section 16-6-101, et seq., is hereby acknowledged.
4. In submitting this Bid, Bidder represents, as more fully set forth in the Bidding Documents, that:
 - A. Bidder has examined copies of all the Bidding Documents and of the following addenda (receipt of all which is hereby acknowledged):

Addendum No. <u> 1 </u>	Dated <u> 10/05/21 </u>
Addendum No. <u> 2 </u>	Dated <u> 10/19/21 </u>
3	10/28/21
 - B. Bidder has examined the site and locality where the work is to be performed, the federal, state, and local Laws and Regulations, and the conditions affecting cost, progress, or performance of the work and has made such independent investigations as Bidder deems necessary;
 - C. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm, corporation, or other business entity. Bidder has not directly or

indirectly induced or solicited any other Bidder to submit a false or sham Bid. Bidder has not solicited or induced any person, firm, or a corporation to refrain from bidding. Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or against the City.

5. Bidder is bidding all schedules, alternates, if any, and will complete the Work for unit price(s) stated on the attached bid schedule based on materials actually furnished and installed and services actually provided. The Bid is summarized below on the basis of estimated quantities:

TOTAL BASE BID, IN NUMERALS: \$ 200,000

TOTAL BASE BID, IN WORDS: Two Hundred Thousand and no/100
DOLLARS.

6. Bidder agrees that the work for the City will be as provided above.
7. Bidder accepts the provisions of the Bidding Documents as to liquidated damages in the event of failure to complete the work on time, unless otherwise stated as provided below. Bidder agrees that such liquidated damages are not a penalty and that the amount provided is as close an estimate as possible to actual damages. Any exceptions or objections to this provision are stated in writing and attached hereto by Bidder.
8. The following documents are attached to and made a condition of this Bid:
- A. Required Bid Guaranty in the form of a Bid Bond. (Unless otherwise provided by the City.)
 - B. Exhibit "B" - Itemized Bid Schedule.
 - C. State of Wyoming Certificate of Residency Status, in conformance with the Instructions to Bidders.
9. Communications concerning this Bid shall be addressed to:
- Address of Bidder: 3150 E. Yellowstone Hwy
Casper, WY 82609
10. The terms used in this Bid are defined in and have the meanings assigned to them in the General Conditions, except as provided in the Supplementary Conditions and Bidding Documents.

Submitted on November 3, 2021.

Bidder is bidding as a Resident (Insert Resident or Non-Resident)

IF BIDDER IS:

AN INDIVIDUAL

By: _____ (seal)
(Individual's Name)

doing business as: _____

Business Address: _____

Phone Number: _____

A PARTNERSHIP

By: _____ (seal)
(Firm's Name)

(General Partner)

Business Address: _____

Phone Number: _____

A CORPORATION OR LIMITED LIABILITY COMPANY

By: Casper Electric, Inc.
(Corporation's or Limited Liability Company's Name)

Wyoming
(State of Incorporation or Organization)

By: *Bennett*
President
(Title)

D. Walker

Business Address: 3150 E. Yellowstone Hwy.
Casper, WY 82609

Phone Number: 307-237-3003

A JOINT VENTURE

By: _____ (seal)
(Name)

(Address)

By: _____ (seal)
(Name)

(Address)

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

EXHIBIT "B"
BID SCHEDULE

BALLFIELD LIGHTING REPLACEMENT – PHASE II
PROJECT NO. 21-033

Contractor shall furnish and install items as shown on the Drawings or called for in the Specifications. All costs not included in the schedule that are necessary to provide a complete, functional project as depicted in the Drawings and Specifications are to be considered incidental and merged with costs of other related bid items.

LS = Lump Sum
SY = Square Yard

R&R = Remove and Replace
TON = Tons

LF = Linear Feet
CY = Cubic Yard

F&I = Furnish and Install
EA = Each

Bid Schedule – Base Bid

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
1	R&R Existing Sports Lighting and Poles	LS	1	\$ 200,000	\$ 200,000
TOTAL BASE BID					\$200,000

• **BID IN WORDS:**

Two Hundred Thousand and no/100 Dollars

This bid submitted by: **Casper Electric, Inc**
(Individual, partnership, corporation, or joint venture name)

RESOLUTION NO.21-163

A RESOLUTION AUTHORIZING AN AGREEMENT WITH
CASPER ELECTRIC, INC., FOR THE BALLFIELD LIGHTING
REPLACEMENTS - PHASE II, PROJECT NO. 21-033.

WHEREAS, the City of Casper desires to remove and replace the existing sports lighting and poles at North Casper Field 5; and,

WHEREAS, Casper Electric, Inc., is able and willing to provide those services specified as the Ballfield Lighting Replacements - Phase II, Project No. 21-033; and,

WHEREAS, it would be in the best interest of the City to expedite changes in the project by allowing the City Manager to sign change orders effecting time extensions of no more than thirty (30) days, dollar amount changes no greater than Three Thousand Dollars (\$3,000.00) and other project administration related change orders that do not substantially alter the scope of the project.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, an Agreement with Casper Electric, Inc., for those services, in the amount of Two Hundred Thousand Dollars (\$200,000.00).

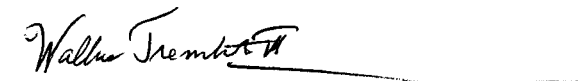
BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments and contract extensions throughout the project, retaining those amounts prescribed by the agreement, equal to a total amount not to exceed Two Hundred Thousand Dollars (\$200,000.00), and Three Thousand Dollars (\$3,000.00) for a construction contingency account, for a total project amount Two Hundred Three Thousand Dollars (\$203,000.00).

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to sign change orders effecting time extensions of no more than thirty (30) days, changes in the dollar amount of the above described agreement not greater than the sum of Three Thousand Dollars (\$3,000.00) and other project administration related change orders that do not substantially alter the scope of the project.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2021.

APPROVED AS TO FORM:

(Ballfield Lighting Replacements - Phase II, Project No. 21-033)




ATTEST:


CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Steven K. Freel
Mayor

October 29, 2021

MEMO TO: J. Carter Napier, City Manager 

FROM: Andrew Beamer, P.E., Public Services Director 
Alex Sveda, P.E., City Engineer A.S.
Scott R. Baxter, P.E., Associate Engineer

SUBJECT: Authorizing Amendment #1 to the Professional Services Contract with State line No. 7 Architects, for an additional amount of \$6,000 for the City Hall Renovations and Addition (Project SAFE), Project No. 20-004.

Meeting Type & Date

Regular Council Meeting
November 16, 2021

Action Type

Resolution

Recommendation

That Council, by resolution, authorize Amendment #1 to the Professional Services Contract with State Line No. 7 Architects (SL#7), for an additional amount of \$6,000 for the City Hall Renovations and Addition (Project SAFE).

Summary

SL#7 has been under contract with the City of Casper since March 3, 2021 for the project. The purpose of the project is to address building layout deficiencies on the top and bottom floors that hinder customer service and operational efficiency, remedy non-compliance with ADA regulations, add space needed for future staffing, improve the exterior and entries, improve the HVAC system, correct safety and security vulnerabilities, and improve lighting, flooring and general maintenance issues.

During recent design work, it was determined that a full and robust fire suppression system design would be necessary. The extent of deficiency for this component of the building was not clear until the detailed reconnaissance and design work were underway. The fire suppression system scope will include meetings, sprinkler system design and drawings, specifications, and response to City and contractor comments and questions.

The City of Casper Engineering staff has reviewed SL#7's amendment proposal and recommends approval.

Financial Considerations

Funding is from the Revolving Land Fund.

Oversight/Project Responsibility

Scott R. Baxter, P.E., Associate Engineer, Public Services Department

Attachments

Resolution
Consultant Proposal

**AMENDMENT NO. 1 TO THE CONTRACT
FOR PROFESSIONAL SERVICES (“AMENDMENT”)**

This Amendment to the Contract for Professional Services (“Amendment”) is entered into on this 16th day of November, 2021, by and between the following parties:

1. The City of Casper of Casper, Wyoming (“City”), a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601.
2. State Line No. 7 Architects (“Consultant”), 444 South Center Street, Casper, Wyoming, 82601.

Throughout this document, the City and the Consultant may be collectively referred to as the “parties.”

RECITALS

A. On March 3rd, 2020, the City and Consultant entered into a *Contract for Professional Services* (“Contract”) for design and construction administration for the City Hall Renovations & Addition (Project SAFE), Project No. 20-004.

B. Amendment No. 1 requires professional services for fire suppression system design.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties hereto agree by and between them to amend the Contract as follows:

1. INCORPORATION OF RECITALS

The recitals set forth above are hereby incorporated herein at this point as if fully set forth as part of this Amendment.

2. AMENDMENT TO PART I, SECTION 1 (SCOPE OF SERVICES).

A second paragraph shall be added to include the following:

The Consultant shall perform the following services in connection with and respecting the project as described in Exhibit B, State Line No. 7 Architects Proposal, attached hereto and hereby made a part of this Contract.

3. AMENDMENT TO PART I, SECTION 3 (COMPESATION).

Replace the original compensation amount of “Three Hundred Thirteen Thousand Two Hundred Sixty and 00/100 Dollars (\$313,260.00)” with the new

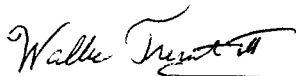
compensation amount of "Three Hundred Nineteen Thousand Two Hundred Sixty and 00/100 Dollars (\$319,260.00)".

4. RATIFICATION

The terms and conditions of the Contract, as modified herein, are hereby ratified by the parties and shall remain in full force and effect.

IN WITNESS WHEREOF, the undersigned duly authorized representatives of the Parties have executed this Amendment as of the day and year above.

APPROVED AS TO FORM



ATTEST

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Steven K. Freel
Mayor

WITNESS

CONSULTANT
State Line No. 7 Architects

By: _____

By: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____



October 28, 2021

Mr. Scott Baxter, Project Manager
City of Casper
Engineering Department
200 North David Street
Casper, Wyoming 82601

Re: Extra Services: City Hall Renovations & Addition, Project No. 20-004

Dean Scott:

Stateline No. 7 Architects and our design team are pleased to submit our fee for additional professional services regarding the additional scope of fire suppression design services.

SCOPE OF WORK

Fire Sprinkler Consultant Design/Scope/General Info:

1. Participate in up to two (2) 1-hour teleconference calls with the Client and/or the Architect / Owner to address questions or strategy for design.
2. Prepare fire sprinkler system design documents that include a specification and engineering drawings in accordance with applicable codes and standards. Engineering specifications will be project specific. Engineering drawings will include, but may not be limited to, areas of work, design criteria, valve locations and any important architectural features that need special design attention. Together, these documents will provide sufficient information for the fire sprinkler contractor to prepare detailed drawings for permit.
3. Engineer specifications/drawings are anticipated to be released once and will be sufficient for submittal to the Authority Having Jurisdiction (AHJ) and contractor bidding. Engineer specifications and drawings will be provided to the Client for review and comments prior to the generation of the final documents.
4. Engineer documents will be sealed by a Wyoming-licensed professional engineer having a specialty in fire protection engineering.
5. Respond to Client comments on design documents as needed.

The following items are NOT included in this proposal:

1. Meetings and surveys in addition to those specified above.
2. Shop level installation drawings, calculations (i.e., hydraulic or voltage drop calculations) and product data are anticipated to be completed by a licensed contractor hired by the Owner.
3. Permitting of associated construction documents.
4. Review of contractor submittals and other construction administration services.
5. Design of any fire protection systems not listed in the Scope of Services.
6. Underground piping, fire pump and firewater storage tank design services are not anticipated nor included in this proposal but can be provided under a separate agreement.
7. Site visits (not anticipated to be required).

SCHEDULE

It is understood that work is to begin immediately as the design (construction documents) phase of the project is in process.

PROFESSIONAL FEE

Stateline No. 7 Architects prefers to establish these additional fees for professional architecture and engineering services based on the total scope of work necessary to complete the changes. The additional fees are arrived at simply by estimating the actual time and work necessary and calculating those costs including consulting, staff costs, overhead, etc. The fixed fee format allows the project budget to be established independent from the professional fees and dispels any concerns about fees being tied to project costs. We propose the additional fees as outlined in this proposal and below:

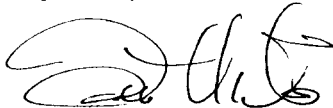
Professional Fees:

Mechanical
(Engineering Design Associates)

Total Additional Proposed Fixed Fee:	\$6,000.00
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These additional fees include in-house reimbursable expenses such as photocopies, in-house/progress blueprints, telephone/fax, illustrations, and other expenses. If additional services are required beyond those listed, they will be billed at hourly rates, or the fee may be renegotiated. We do not anticipate any reimbursable expenses; all expenses (including travel) have been included in the above fee. The fee will be billed monthly based on the percentage of work completed. We hope that you find our additional fees and project scope for these additional services acceptable, and we look forward to continuing our working relationship on this project and getting started on this work. Again, we sincerely appreciate the opportunity and thank you for your consideration.

Respectfully,



Lyle T. Murtha, A.I.A.
President
Stateline No. 7 Architects

RESOLUTION NO.21-164

A RESOLUTION AUTHORIZING AMENDMENT NO. 1 TO THE CONTRACT FOR PROFESSIONAL SERVICES WITH STATE LINE NO. 7 ARCHITECTS, FOR ENGINEERING SERVICES FOR THE CITY HALL RENOVATIONS AND ADDITIONS (PROJECT SAFE), PROJECT NO. 20-004.

WHEREAS, State Line No. 7 Architects, under a Contract for Professional Services dated March 3, 2020, is providing engineering services for the City Hall Renovations and Addition (Project SAFE); and,

WHEREAS, additional engineering services outside the original scope of work are required for design; and,

WHEREAS, the City of Casper desires to extend the scope of work with State Line No. 7 Architects, to provide these additional services; and,


WHEREAS, State Line No. 7 Architects is able and willing to provide those services as specified in Amendment No. 1.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, Amendment No. 1 to the Contract for Professional Services with State line No. 7 Architects for additional design services in the amount of Six Thousand and 00/100 Dollars (\$6,000.00).

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments and contract extensions throughout the project, retaining those amounts prescribed by the Agreement, equal to an additional amount not to exceed Six Thousand and 00/100 Dollars (\$6,000.00), for a total contract amount of Three Hundred Nineteen Thousand Two Hundred Six and 00/100 Dollars (\$319,260.00).

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2021.

APPROVED AS TO FORM:




ATTEST:


CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Steven K. Freel
Mayor

October 26, 2020

MEMO TO: J. Carter Napier, City Manager 

FROM: Andrew Beamer, P.E., Public Services Director 
Bruce Martin, Public Utilities Manager

SUBJECT: Authorizing a Contract for Outside-City Water Service with Steven M. Carter

Meeting Type & Date
Regular Council Meeting
November 16, 2021

Action type
Resolution

Recommendation
That Council, by resolution, authorize a Contract for Outside-City Water Service with Steven M. Carter.

Summary
This contract provides Outside-City water service for a parcel of land located west of Casper in the Squaw Creek Area. The property will obtain water service by tying into the new 12-inch West Casper Zone II water main located adjacent to the property.

This property is not contiguous to the Casper City limits and a Commitment to Annex has been signed as it is within Casper's growth boundary. The Public Utilities Advisory Board conceptually approved the contract at its April 29, 2020 meeting and has recommended Council approval.

Financial Considerations
No financial considerations

Oversight/Project Responsibility
Bruce Martin, Public Utilities Manager

Attachments
Resolution
Agreement
Commitment to Annex

CONTRACT FOR OUTSIDE-CITY WATER SERVICE

THIS AGREEMENT is made, dated, and signed this _____ day of _____, 2021, by and between the City of Casper, Wyoming, a municipal corporation, 200 North David Street, Casper, Wyoming 82601, hereinafter referred to as "City", and Steven M. Carter, 3709 Squaw Creek Road, Casper, Wyoming 82604; hereinafter referred to as "Owner."

RECITALS

- A. Owner is the owner of certain land as described in Exhibit "A" being the W1/2 of Tracts 47 and 48 of the Swingle Ranch Tracts Extension, being a subdivision of Section 24, Township 33 North, Range 80 West of the 6th P.M., in Natrona County, Wyoming, with an address of 3709 Squaw Creek Road, Casper Wyoming 82604, which is not within the corporate limits of the City of Casper; and,
- B. Owner desires to obtain water service from City for such property as described in Exhibit "A"; and,
- C. Owner can connect by a service line into the 12-inch water main located adjacent to the property; and,
- D. Owner and City have agreed to such outside-city water service under the terms and conditions of this Agreement.

NOW THEREFORE, it is hereby agreed among the parties as follows:

1. Service

- a. The property served shall be limited to that described in Exhibit "A." No other properties shall be served without the express permission of the City Council of the City of Casper.
- b. Owner shall be allotted one (1), water service connection and meter to the property shown on Exhibit "A." No other properties may be served from this connection.
- c. The Owner shall install one, ¾-inch or 1-inch water service line from the building to be served to the curb box or meter pit at the property line at the Owner's sole cost and expense. The water service line curb box shall be installed approximately ten (10) feet from the transmission line.
- d. The Owner shall be responsible for obtaining easements from other property owners for the water service line as needed at its sole cost and expense.

2. Right of Inspection

- a. The City shall have the right to inspect all water system construction. All water system construction must meet City requirements. Before connection of the water services to any building, all work must be accepted and approved by the City.
- b. The curb box for the water service line shall be protected during the subsequent course of developing the property from damage, and the Owner shall be wholly responsible for the repair and replacement to the City's satisfaction of such that are damaged or destroyed. If the Owner shall fail or refuse to promptly repair or replace such boxes as required, the City may do so and charge the Owner directly for said cost. The Owner shall adjust said valve and curb boxes to finished grade.

3. Charges for Service

- a. All meter pits, vaults, and water meters, as required by the City's staff, shall be obtained and installed by and at the Owner's sole cost and expense according to the rules and regulations of the City. The meter pit or vault shall remain the property of the Owner and be located on the property lines.
- b. Owner will pay to the City the then-current outside-City system investment charge for each connection (lot) to be served with water. The Owner shall also pay to the Central Wyoming Regional Water System Joint Powers Board, the then-current Regional Water System investment charge for each connection to be served with water. Payment will be made prior to actual receipt of water service provided by the City.
- c. The charge for water service provided shall be at the City's existing rate as the same shall apply from time to time for all retail outside-City water service, until such time as said property is annexed into the City of Casper. After annexation, the rates will be the existing rates for retail inside-City water service.

4. Regulation

- a. Water service to be provided shall be only to the extent provided for herein and to the extent that said water service is available and above that which is necessary to satisfy the needs of the incorporated area of the City of Casper. In times of drought, extreme demand, or facility failure, water service may not be available.
- b. Owner shall make the necessary provisions so that each building to be served shall have a pressure reducing valve limiting pressure to a maximum of 60 psi, and shall encourage all residents to adhere to the following water saving device recommendations: toilets with a maximum flush of 3 1/3 gallons; aerators which provide for a maximum flow of 1 gpm on all bathroom sinks; and water saving shower heads to limit flow to maximum 3.0 gpm.

- c. The Owner agrees to abide by the rules and regulations of the City regarding the use of its water and sewer facilities, all relevant ordinances of the City of Casper relating to water and sewer service; all other state and federal laws, rules, and regulations including, but not limited to, all provisions of the Federal Pretreatment Regulations (40CFR, Part 403), and all City ordinances relating to industrial pretreatment.

5. Fire Flows

- a. The Owner agrees that fire flow capabilities to his properties are impractical at this time. The Owner, by signing this agreement, understands that there are certain risks that Owner and Owner's property may be subject to by not having fire flow capabilities. The Owner is willing to assume these risks and irrevocably, fully and forever releases and discharges the City of Casper, the City Council, and its mayor, the Casper Public Utilities Board, and all their officers, employees, agents, managers, and contractors from all negligence, claims, demands, liabilities, causes of action, or damages of any kind relating to any harm, personal injury, wrongful death, property damage, or debt suffered resulting from lack of fire flow to Owner's property.
- b. The terms of this release in this Agreement are contractual and not a mere recital. If the property is owned or leased by the Owner, and anyone else as husband and wife, tenants in common, partnership, corporation, or any other legal entity other than an individual, Owner hereby states and certifies that the Owner is authorized by such individual or other entity to bind such individual or entity to this release. This release shall be binding upon the Owner's personal representatives, heirs, successors, and/or assigns. The Owner acknowledges by execution of this release that Owner fully understands these provisions and fully and voluntarily enters into them. This release shall not affect any immunities of the City of Casper pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et seq., as amended.

6. Construction Term

The Owner shall be allowed two (2) years from the time of consummation of this Agreement to complete the water service line construction and necessary improvements. Should the construction not be completed within this time period, this Agreement shall automatically become null and void.

7. Annexation

- a. The Owner hereby agrees to annex its property to the City upon the request of the City Council, or upon a property owner's petition for the annexation thereof. The Owner and its mortgagee(s) shall execute a commitment to annex its property to the City of Casper on a form acceptable to the City of Casper. The commitment to annex form shall be executed concurrently with this agreement. It shall provide

that the commitment to annex shall be binding upon the Owner and its mortgagee(s), their heirs, successors, and assigns forever, and shall be included in every sale, conveyance or mortgage involving the above-described property. It shall further run with and bind the real property described and set forth in Exhibit "A." This Agreement shall terminate, and be null and void between the parties, and the City shall have the right to terminate all services provided under this Agreement if the Owner fails to annex its property to the City within one (1) year after being requested to do so by the City Council, or within one (1) year after the City Council's approval of a property owner's petition for the annexation thereof.

- b. Upon annexation and thereafter, Outside Property Owners shall dedicate all rights of way and easements deemed necessary to the City, all in a form acceptable to the City and meeting Casper Municipal Code requirements.
- c. Upon annexation and thereafter, Outside Property Owners, at their sole cost and expense, shall plat any unplatted property in accordance with requirements set forth in the Casper Municipal Code.
- d. Upon annexation and thereafter, Outside Property Owners shall agree to waive any statutory right to oppose City zoning requirements or designations as set forth in the Casper Municipal Code.

8. Future Improvements

- a. The Owner agrees to participate in future water system, sewer system, street improvements, sidewalk improvements, street lighting improvements, and other needed municipal improvements in the area at the request of the City Council of Casper. The participation may be with the City of Casper, an Improvement and Service District, a Water and Sewer District, or a private developer.
- b. Future design and construction costs include, but are not limited to, planning, design, construction, land acquisition, financing, and legal.
- c. The Owner agrees to and hereby waives any statutory right to protest the commitment to participate in future water system, sewer system, street, sidewalk, street lighting, or other needed municipal system improvements. The Owner further agrees to and hereby waives any statutory right to protest the creation of a Local Assessment District, an Improvement and Service District, or a Water and Sewer District established for the purpose of street, sidewalk, street lighting, or other needed municipal improvements which would encompass his property.
- d. This commitment to participate in future water system, sewer system, street, sidewalk, street lighting, or other municipal improvement design and construction shall be included in every sale, conveyance, or mortgage involving the above described property and shall be binding upon the current owners and mortgagees,

and all heirs, successors in interest and assigns. This commitment shall be binding upon and run with the land set forth herein.

- e. Needed water and sewer main extensions/improvements including, but not limited to, planning, design, land acquisition, and construction are the responsibility of the Outside Property Owner. Water and sewer main extensions must extend to and through the property. Water and sewer service lines must not extend in rights of way beyond the property line without approval of the City Engineer. Outside Property Owners are responsible for the costs associated with the extensions/improvements.

9. Discontinuance of Utility Services/Remedies

- a. A utility service provided under this Agreement may be discontinued in accordance with Casper Municipal Code Section 13.03.070, or for any material breach of this Agreement by the Owner.
- b. The remedies in this section are in addition to any other remedies in this Agreement, or which the City may otherwise have at law or equity, and are not a limitation on the same. The Owner further agrees to pay all reasonable attorneys' fees, court costs, and litigation costs if the City must enforce the provisions of this Agreement in a court of law.

10. General Provisions

- a. Successors, Assigns and Recording: The terms and conditions of this Agreement shall be binding upon the parties hereto, and shall inure to the benefit of all parties hereto and their respective heirs, successors, assigns, and grantees and shall bind and run with the real property and set forth in Exhibit "A" attached hereto, and shall be recorded in the Natrona County real estate records by the City at the Owner's sole cost and expense. The Owner shall not assign this Agreement or otherwise sub-contract its duties and responsibilities as set forth in this Agreement without the prior written consent of the City.
- b. Wyoming Governmental Claims Act: The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statute Sections 1-39-101, et seq. The City specifically reserves the right to assert any and all immunities, rights, and defenses it may have pursuant to the Wyoming Governmental Claims Act.
- c. Governing Law and Venue: This Agreement, its interpretation and enforcement shall be governed and construed in accordance with the laws of the State of Wyoming. Any litigation regarding this Agreement shall be resolved in a court of competent jurisdiction situated in Natrona County, Wyoming.

- d. Complete Agreement: This Agreement shall constitute the entire understanding and agreement of the parties, and supersedes any prior negotiations, discussions or understandings.
- e. Amendment: No amendment or modification of the terms of this Agreement shall be valid or enforceable unless made in writing and executed by all parties hereto.
- f. Waiver: Failure on the part of either party to enforce any provision of this Agreement, or the waiver thereof, in any instance, shall not be construed as a general waiver or relinquishment on its part of any such provision, but the same shall nevertheless be and remain in full force and effect.
- g. No Third Party Beneficiary Rights: The parties to this Agreement do not intend to create in any other individual or entity the status of third-party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this Agreement shall operate only between the parties to this Agreement, and shall inure solely to the benefit of the parties to this Agreement. The parties to this Agreement intend and expressly agree that only parties signatory to this Agreement shall have any legal or equitable right to seek to enforce this Agreement, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Agreement, or to bring an action for the breach of this Agreement.
- h. Severability: If any term of this Agreement is to any extent illegal, otherwise invalid, or incapable of being enforced, such term shall be excluded to the extent of such invalidity or unenforceability; all other terms hereof shall remain in full force and effect; and, to the extent permitted and possible, the invalid or unenforceable term shall be deemed replaced by a term that is valid and enforceable and that comes closest to expressing the intention of such invalid or unenforceable term. If application of this Severability provision should materially and adversely affect the economic substance of the transactions contemplated hereby, the Party adversely impacted shall be entitled to compensation for such adverse impact, provided the reason for the invalidity or unenforceability of a term is not due to the misconduct by the Party seeking such compensation.
- i. Notices: Notices required or permitted to be given by a Party to the others must be in writing and either delivered in person or sent to the address shown below (or such subsequent address as may be designated by either party in writing) by certified mail, return receipt requested and postage prepaid (or by a recognized courier service, such as Federal Express, UPS, or DHL), or by facsimile with correct answerback received, and will be effective upon receipt:

Owner Info
Steven M. Carter
3709 Squaw Creek Road
Casper, Wyoming 82604

City of Casper
Attn: Public Services Director
200 North David
Casper, Wyoming 82601

- j. Headings: The section headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation thereof.
- k. Survival: All representations, indemnifications, warranties and guarantees made in, required by or given in accordance with this Agreement, as well as all continuing obligations indicated in this Agreement, will survive final payment, completion and acceptance of the services and termination or completion of the Agreement.
- l. Copies: This Agreement may be executed in more than one copy, each copy of which shall serve as an original for all purposes, but all copies shall constitute but one and the same Agreement.
- m. Authority: Each individual executing this Agreement for and on behalf of their principals hereby state that they have the requisite power and authority to enter into this Agreement and to consummate the transactions contemplated and intended hereby. Owner further states that it is authorized to transact business in the State of Wyoming, properly registered and not delinquent with the Secretary of State.

[The rest of this page is intentionally left blank.]

EXECUTED the day and year first above written.

APPROVED AS TO FORM:

Walter Tremel

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation:

Fleur Tremel
City Clerk

Steven K. Freel
Mayor

WITNESS:

[Signature]

OWNER:

[Signature]
Steven M. Carter

The undersigned mortgagee for Steven M. Carter hereby agrees to, consents, and ratifies this agreement.

10/04/2021
Date

Rocket Mortgage
MORTGAGEE

By: [Signature]

Printed Name: Kassandra Aldrich

Title: Assistant Secretary of
NIERS

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me this 26th day of October, 2021, by Steven M. Carter.

(seal)



[Signature]
NOTARY PUBLIC

My commission expires: August 30, 2024

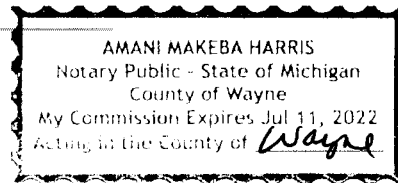
Michigan
~~STATE OF WYOMING~~)
Wayne) ss.
~~COUNTY OF NATRONA~~)

This instrument was acknowledged before me this 4th day of October, 2021, by Kassandra Aldrich as Assistant Sec. of MERS, Rocket Mortgage LLC the Mortgagee.

(seal)

[Signature]
NOTARY PUBLIC

My commission expires: 7-11-2022



STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

This instrument was acknowledged before me this _____ day of _____, 2021, by Steven K. Freel as the Mayor of City of Casper, Wyoming, a Wyoming municipal corporation.

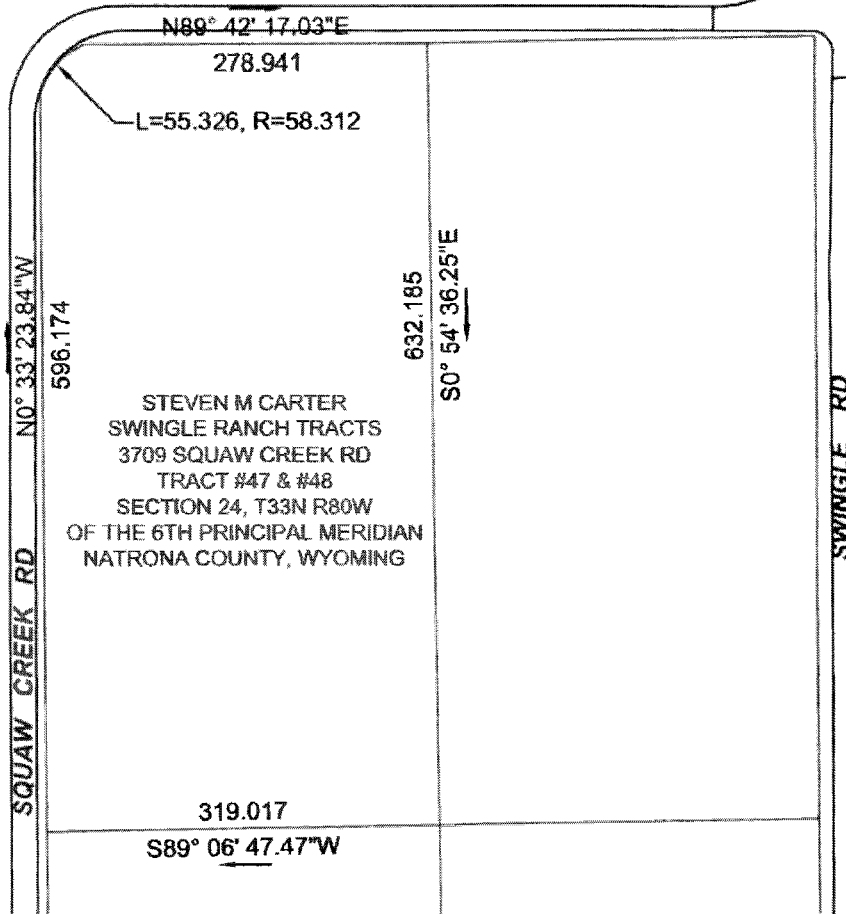
(seal)

NOTARY PUBLIC

My commission expires: _____

VICINITY MAP
NOT TO SCALE

LOCATION MAP EXHIBIT "A"



VICINITY MAP
NOT TO SCALE

VICINITY MAP

PROPOSED
SERVICE
LOCATION

Steven M. Carter
Outside-City Water Service Contract
Exhibit "A" Page 1 of 2
11-04-93-2700

SWINGLE RANCH TRACTS

This is to certify that Charles H. Swingle and Eva Swingle, husband and wife are the sole owners and proprietors of the South One Half (1/2) of Section Twenty-four (24) Township Thirty-three (33) North, Range Eighty-eight (88) West of the Sixth (6th) Principal Meridian in Montana County, Wyoming, and that the above and foregoing sub-division of the said land as appears on this map is with the free consent and in accordance with the desires of the undersigned owners and proprietors; and this plat is supplemental to and amendatory of the original plat and dedication of the same subdivision as the same appears of record in Book 33 of Deeds of Page 191 records of Montana County, Wyoming, and is made and filed for the purpose of correcting technical errors in said original plat and dedication, and is made and filed by the undersigned owners and proprietors hereby waiving and releasing any and all rights in and to said above lands and parcels and by virtue of the Homestead Exemption laws of the State of Wyoming, and that the streets and alleys as shown hereon are hereby dedicated to the Public Use.

~~Wm. H. B. B. B. B.~~
Chloagnier

Charles H. Swingle
Eva Swingle

The State of Wyoming, } ss.
County of Natrona.

On this 17th day of May, A.D. 1923, before me personally appeared Charles F. Swingle and Eva Swingle, husband and wife, to me known to be the persons described in and who executed the above and foregoing instrument, and acknowledged that they signed, sealed and delivered the same as their free act and deed, for the uses and purposes therein set forth, including the release and waiver of the right of homestead, the said wife having been by me fully apprised of her right and the effect of signing and acknowledging the said instrument.

Given under my hand and Notarial Seal this 12 day of July AD 1923.

Chlozner
Notary Public

My commission expires June 19th 1923

The State of Wyoming, }
County of Natrona. } ss.

Albert M. Luill of Casper, Wyoming, of lawful age and first duly sworn according to Law, on his oath says that he is a licensed engineer in the State of Wyoming; that he is the owner of the Survey of the 35th Section Twenty-four (24) Township thirty three (33) North, Range eighty (80) West of the 5th Principal meridian in Natrona County, Wyoming, at the request of Charles H. Swingle, and Charles Swingle, husband and wife, owners and proprietors of the land; that they subdivided said land into Towns and Streets as shown by the Plat to which this certificate is attached and of which it forms a part, and that said Plat is a true and correct representation of said survey.

Subscribed in my presence and sworn to before me this 17th day of May
 1923. June 19th 1923
 RECOMMENDATION EXPIRES

Surveyor
AD 1993
Ch. Hogan
Notary Public.

SUBDIVISION

SOUTH $\frac{1}{2}$ SECTION 24, T. 33 N., R. 80 W.

6TH PRINCIPAL MERIDIAN

3041 MAY 19 1960

[illegible]

W 0° 0' E. 2540.

COMMITMENT TO ANNEX TO THE CITY OF CASPER, WYOMING
(Individual Form)


We, Steven M. Carter & Rocket Mortgage, respectively the owner(s) and mortgagee of the following described real estate located in Natrona County, to-wit:

**STEVEN M. CARTER
3709 SQUAW CREEK ROAD
CASPER, WYOMING, NATRONA COUNTY
PROPERTY AS DESCRIBED IN EXHIBIT "A"**

for valuable consideration, the receipt of which is hereby acknowledged, agree and commit to the annexation of the above-described property to the City of Casper, Wyoming at the request of the Casper City Council or on a property owner's petition. The undersigned further waive any statutory or other right to protest any such annexation.

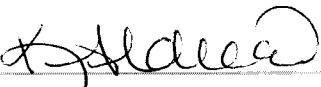
This commitment to annex shall run with and bind the above described real property, and shall be included in every sale, conveyance or mortgage involving the above-described property. This commitment to annex shall be binding upon the Owner(s) and mortgagee, and their heirs, successors, and assigns forever.

10-26-2021
Date


Steven M. Carter
OWNER

10/04/2021
Date

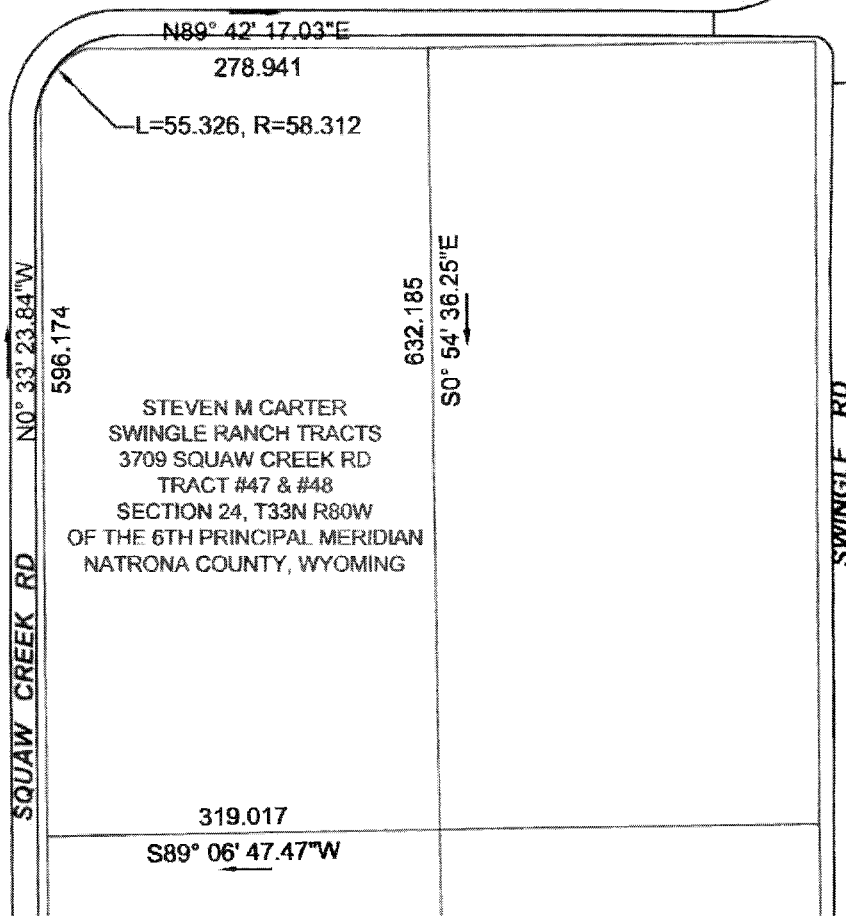
Rocket Mortgage
MORTGAGEE

By: 
Name: Kassandra Aldrich
Title: Assistant Secretary of
NERS



VICINITY MAP
NOT TO SCALE

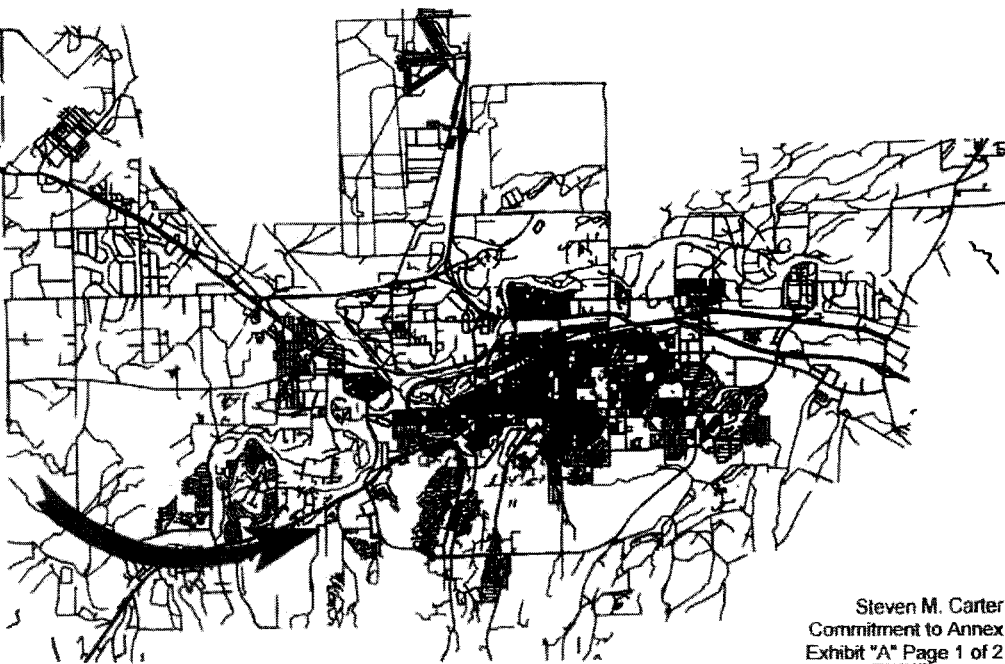
LOCATION MAP EXHIBIT "A"



VICINITY MAP
NOT TO SCALE

VICINITY MAP

PROPOSED
SERVICE
LOCATION



Steven M. Carter
Commitment to Annex
Exhibit "A" Page 1 of 2
TZ-04-00-2025

IRON MADE IN U.S.A.

U.S.A. DESIGN PATENT 4196348-1978
CANADIAN PATENT 10655720-1978

1977

HOUSTON, TEXAS, U.S.A.

SWINGLE RANCH TRACTS

This is to certify that Charles H. Swingle and Eva Swingle, husband and wife are the sole owners and proprietors of the South One Half (S. 1/2) of Section Twenty-four (24) Township Thirty-three (33) North, Range Eighty (80) West of the Sixth (6th) Principal Meridian in Natrona County, Wyoming, and that the above and foregoing sub-division of the said land as appears on this plat is with the free consent and in accordance with the desires of the undersigned owners and proprietors; that this plat is supplemental to and amendatory of the original plat and dedication of the same subdivision as the same appears of record in Book 33 of Deeds of Natrona County, Wyoming, and is made and filed for the purpose of correcting technical errors in said original plat and dedication; that said undersigned owners and proprietors hereby waive and release any and all rights in and to said above lands under and by virtue of the Homestead Exemption Laws of the State of Wyoming, and that the streets and alleys as shown hereon are hereby dedicated to the Public use.

Witness my hand and Notarial Seal this 17th day of May A.D. 1923.
Charles H. Swingle
Eva Swingle

The State of Wyoming, ss.
County of Natrona.

On this 17th day of May A.D. 1923, before me personally appeared Charles H. Swingle and Eva Swingle, husband and wife, to me known to be the persons described in and who executed the above and foregoing instrument, and acknowledged that they signed, sealed and delivered the same as their free act and deed, for the uses and purposes therein set forth, including the release and waiver of the right of homestead, the said wife having been by me fully apprised of her right and the effect of signing and acknowledging the said instrument.

Given under my hand and Notarial Seal this 17th day of May A.D. 1923.

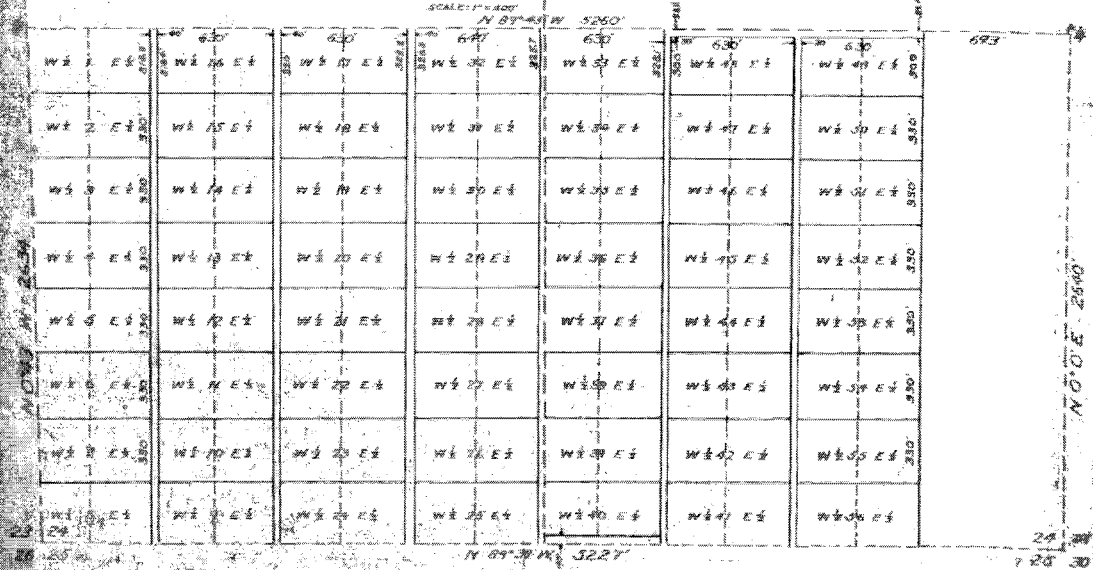
Charles H. Swingle
Notary Public
My commission expires June 19th, 1923

The State of Wyoming, ss.
County of Natrona.

Albert M. Zuill, of Casper, Wyoming, of lawful age and first duly sworn according to Law, on his oath says; that he is a licensed engineer in the State of Wyoming; that he made a survey of the South one-half (S. 1/2) of Section Twenty-four (24) Township Thirty-three (33) North, Range eighty (80) West of the sixth (6th) Principal Meridian in Natrona County, Wyoming, at the request of Charles H. Swingle and Eva Swingle, husband and wife, owners and proprietors of the land, that they subdivided said land into Tracts and Streets as shown by the Plat to which this certificate is attached and of which it forms a part and that said Plat is a true and correct representation of said survey.

Subscribed in my presence and sworn to before me this 17th day of May A.D. 1923.
My commission expires June 19th, 1923.
Albert M. Zuill
Surveyor
Charles H. Swingle
Notary Public.

SUBDIVISION
SOUTH 1/2 SECTION 24, T 33 N, R 80 W
OF
6TH PRINCIPAL MERIDIAN.



RESOLUTION NO.21-165

A RESOLUTION AUTHORIZING A CONTRACT FOR
OUTSIDE-CITY WATER SERVICE WITH STEVEN M.
CARTER.

WHEREAS, Steven M. Carter has requested outside-City water service from the City of Casper for the W1/2 of Tracts 47 and 48 of the Swingle Ranch Tracts Extension with an address of 3709 Squaw Creek Road, Casper, Wyoming 82604; and,

WHEREAS, a contract for providing such water service has been proposed containing obligations concerning all parties; and,

WHEREAS, such contract is deemed to be in the best interest of the City of Casper.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, a Contract for Outside-City Water Service with Steven M. Carter, 3709 Squaw Creek Road, Casper, Wyoming 82604.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2021.

APPROVED AS TO FORM:




ATTEST:



CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Steven K. Freel
Mayor

October 27, 2021

MEMO TO: J. Carter Napier, City Manager 

FROM: Andrew Beamer, P.E., Public Services Director 
Bruce Martin, Public Utilities Director
Alex Sveda, P.E., City Engineer 

SUBJECT: Authorizing a Professional Services Agreement with WWC Engineering in the amount of \$70,619, for the Poplar Street Utility Improvements – CY Avenue to Collins Drive, Project No. 21-018.

Meeting Type & Date:
Regular Council Meeting
November 16, 2021

Action Type:
Resolution

Recommendation:
That Council, by resolution, authorize a Professional Services Agreement (PSA) with WWC Engineering (WWC), for engineering and design, in the amount of \$70,619, related to the Poplar Street Utility Improvements – CY Avenue to Collins Drive, Project No. 21-018.

Summary:
The Wyoming Department of Transportation (WYDOT) is preparing to reconstruct the Poplar Street corridor from CY Avenue to Collins Drive. In conjunction with this work, the City plans to make improvements to their water and sanitary sewer utilities in the area which are at or approaching the end of their service life. Within this corridor, the City owns and maintains water and sanitary sewer mains and WYDOT owns and maintains the street, sidewalk and storm sewer infrastructure.

WWC is the design engineer for WYDOT's project and was the City's consultant for the utility work previously completed at CY Avenue and Poplar Street. Under this contract, WWC Engineering will perform site investigation and surveying, engineering and design, coordination with WYDOT, and all necessary permitting for the proposed improvements. Design services are to be completed by July 1, 2022.

City Staff has reviewed the proposal from WWC and recommends awarding WWC the work in the amount of \$71,619.

Financial Considerations:
Funding for the project will be from FY22 Sewer Fund Reserves and Water Fund Reserves.

Oversight/Project Responsibility:
Alex Sveda, City Engineer

Attachments:

Resolution

Professional Services Agreement

CONTRACT FOR PROFESSIONAL SERVICES

PART I - AGREEMENT

This Contract for Professional Services ("Contract") is entered into on this ____ day of November, 2021, by and between the following parties:

1. The City of Casper, Wyoming, a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601 ("City").
2. WWC Engineering, 5810 East 2nd Street, Suite 200, Casper, Wyoming, 82609 ("Consultant").

Throughout this document, the City and the Consultant may be collectively referred to as the "parties."

RECITALS

A. The City is undertaking the Poplar Street Utility Improvements – CY Ave. to Collins Dr., Project No. 21-018.

B. The project requires professional services for design and engineering of water and sewer utility improvements.

C. The Consultant represents that it is ready, willing, and able to provide the professional services to City as required by this Contract.

D. The City desires to retain the Consultant for such services.

NOW, THEREFORE, in consideration of the covenants and conditions set forth herein to be performed, the parties agree as follows:

1. SCOPE OF SERVICES:

The Consultant shall perform the following services in connection with and respecting the project:

- A. Consultant will be required to coordinate all design elements with WYDOT's project for the reconstruction of Poplar Street. The Consultant shall understand the purpose of this project is to prepare design documents to complete the installation of the utilities.

B. Program Development and Projected Construction Cost Estimate.

1. Consultant shall conduct a series of surveys, data collection and meetings to determine the needs, followed by the development of a schematic design options. The projected construction costs will be developed for each of the schematic design options. Existing mapping provided by WYDOT will be available for use during design, Consultant will provide additional surveys required for utility improvements.
2. The Consultant shall conduct any necessary additional Geotechnical Investigation for the utility replacements beyond what may be available from WYDOT. The consultant will be responsible for hiring and paying for geotechnical services. The geotechnical report shall contain information necessary to design, permit, and install the utilities. Information shall contain, but not be limited to, soil characteristic and engineering properties; soil classification.
3. The Consultant shall meet with the Owner and WYDOT as necessary during the preliminary design. The purposes of the meetings are to discuss the status of the project, budget and to review and approve design concepts on the construction drawings and specifications.

C. Schematic Design and Design Development.

1. Based on the approved schematic design option, the Consultant shall prepare a schematic design, incorporating the total extent of all utility replacements. The final version of the schematic design shall include all pipe material, sizes, tie-ins, and any specialized installations that will be required.
2. The Consultant shall develop and provide detailed construction drawings for all utility replacements with plan and profile views. The construction drawings shall contain all information required for the installation of these utilities as well as any pumping plans, traffic control plans, special construction plans, contaminated soil reports and procedure plans.
3. Consultant shall be responsible for obtaining any permits necessary for construction, including WYDEQ Permit and any necessary WYDOT Permits.
4. The Consultant shall prepare a set of Contract Documents in order to publicly advertise and let bids for construction of the Project. Contract documents shall consist of bidding specifications, technical specifications, construction drawings, and all testing requirements.

5. Consultant shall provide the Owner four (4) copies of the preliminary construction drawings and project manuals for review.
6. The Consultant shall coordinate all AutoCAD requirements to ensure 100% compatibility with the Owner's CAD system and in accordance of Casper Municode 16.16.020.
7. The Consultant shall prepare a project cost estimate when construction documents are at approximately fifty percent (50%) complete, and again two (2) weeks prior to public advertisement.
8. The Consultant shall meet with representatives of the Owner when construction drawings and technical specifications are approximately fifty percent complete and again two weeks prior to public advertisement to review and approve of design concepts.

D. Subconsultants.

1. The Consultant shall be responsible to procure any sub-consultant to complete the work if necessary.
2. The Owner and Consultant shall mutually approve, in writing, the use of any subconsultants that the Consultant desires to use.
3. The Consultant shall be responsible for the administration, management, procurement, and payment of services provided by subconsultant(s).

2. MEETINGS

The Consultant shall attend any special meeting with the City Manager or City staff, relating to the performance of this Contract, and shall provide the City with monthly written progress reports, accompanying partial payment requests. Progress reports shall include personnel utilization and associated time applied to the project, in addition to an itemization of expenses.

3. CONTRACT

The Consultant will be required to sign a Contract with the City relating to the work to be performed. Such Contract shall include, but not necessarily be limited to, the following articles: method of compensation, time of performance, subcontracts, duties of the consultant, termination of the Contract, ownership of material, changes, EEO, ADA, submission of material, and obligations of the City. The Consultant shall also comply with the federal provisions listed below in this section.

A. Civil Rights and Equal Opportunity

The City is an Equal Opportunity Employer. As such, the City agrees to comply with all applicable Federal civil rights laws and implementing regulations. Apart from inconsistent requirements imposed by Federal laws or regulations, the City agrees to comply with the requirements of 49 U.S.C. § 5323(h) (3) by not using any Federal assistance awarded by FTA to support procurements using exclusionary or discriminatory specifications.

Under this Agreement, the Consultant shall at all times comply with the following requirements and shall include these requirements in each subcontract entered into as part thereof.

1. Nondiscrimination. In accordance with Federal transit law at 49 U.S.C. § 5332, the Consultant agrees that it will not discriminate against any employee or applicant for employment because of race, color, religion, national origin, sex, disability, or age. In addition, the Consultant agrees to comply with applicable Federal implementing regulations and other implementing requirements FTA may issue.
2. Race, Color, Religion, National Origin, Sex. In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. § 2000e *et seq.*, and Federal transit laws at 49 U.S.C. §5332, the Consultant agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 C.F.R. chapter 60, and Executive Order No. 11246, "Equal Employment Opportunity in Federal Employment," September 24, 1965, 42 U.S.C. § 2000e note, as amended by any later Executive Order that amends or supersedes it, referenced in 42 U.S.C. § 2000e note. The Consultant agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, national origin, or sex (including sexual orientation and gender identity). Such action shall include, but not be limited to, the following: employment, promotion, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, the Consultant agrees to comply with any implementing requirements FTA may issue.
3. Age. In accordance with the Age Discrimination in Employment Act, 29 U.S.C. §§ 621- 634, U.S. Equal Employment Opportunity Commission (U.S. EEOC) regulations, "Age Discrimination in Employment Act," 29 C.F.R. part

1625, the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6101 *et seq.*, U.S. Health and Human Services regulations, "Nondiscrimination on the Basis of Age in Programs or Activities Receiving Federal Financial Assistance," 45 C.F.R. part 90, and Federal transit law at 49 U.S.C. § 5332, the Consultant agrees to refrain from discrimination against present and prospective employees for reason of age. In addition, the Consultant agrees to comply with any implementing requirements FTA may issue.

4. Disabilities. In accordance with section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794, the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. § 12101 *et seq.*, the Architectural Barriers Act of 1968, as amended, 42 U.S.C. § 4151 *et seq.*, and Federal transit law at 49 U.S.C. § 5332, the Consultant agrees that it will not discriminate against individuals on the basis of disability. In addition, the Consultant agrees to comply with any implementing requirements FTA may issue.

- B. The Consultant or Subconsultant shall not discriminate on the basis of race, color, national origin, or sex in the performance of this Contract. The Consultant shall carry out applicable requirements of 49 C.F.R. part 26 in the award and administration of DOT-assisted Contracts. Failure by the Consultant to carry out these requirements is a material breach of this Contract, which may result in the termination of this Contract or such other remedy as the recipient deems appropriate, which may include, but is not limited to:

- (1) Withholding monthly progress payments;
- (2) Assessing sanctions;
- (3) Liquidated damages; and/or
- (4) Disqualifying the Consultant from future bidding as non-responsible. 49 C.F.R. §26.13(b).

- C. The Consultant agrees to comply with mandatory standards and policies relating to energy efficiency, which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

- D. Lobbying Restrictions

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an

officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal Contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal Contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal Contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and Contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

E. No Federal Government Obligation to Third Parties.

The Recipient and Consultant acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying Contract, absent the express written consent by the Federal Government, the Federal Government is not a party to this Contract and shall not be subject to any obligations or liabilities to the Recipient, Consultant or any other party (whether or not a party to that Contract) pertaining to any matter resulting from the underlying Contract. The Consultant agrees to include the above clause in each subcontract financed in whole or in part with Federal assistance provided by the FTA. It is further agreed that the clause shall not be modified, except to identify the Subconsultant who will be subject to its provisions.

F. Program Fraud and False or Fraudulent Statements or Related Acts

1. The Consultant acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. § 3801 *et seq.* and U.S. DOT regulations, "Program Fraud Civil Remedies," 49 C.F.R. part 31, apply to its actions pertaining to this Project. Upon execution of the underlying Contract, the Consultant certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to the underlying Contract or the FTA assisted project for which this Contract

work is being performed. In addition to other penalties that may be applicable, the Consultant further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on the Consultant to the extent the Federal Government deems appropriate.

2. The Consultant also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government under a Contract connected with a project that is financed in whole or in part with Federal assistance originally awarded by FTA under the authority of 49 U.S.C. chapter 53, the Government reserves the right to impose the penalties of 18 U.S.C. § 1001 and 49 U.S.C. § 5323(1) on the Consultant, to the extent the Federal Government deems appropriate.
3. The Consultant agrees to include the above two clauses in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clauses shall not be modified, except to identify the Subconsultant who will be subject to the provisions.

G. Safe Operation of Motor Vehicles

1. Seat Belt Use. The Consultant is encouraged to adopt and promote on-the-job seat belt use policies and programs for its employees and other personnel that operate company-owned vehicles, company-rented vehicles, or personally operated vehicles. The terms "company-owned" and "company-leased" refer to vehicles owned or leased either by the Consultant or City.
2. Distracted Driving. The Consultant agrees to adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers, including policies to ban text messaging while using an electronic device supplied by an employer, and driving a vehicle the driver owns or rents, a vehicle Contactor owns, leases, or rents, or a privately-owned vehicle when on official business in connection with the work performed under this agreement.

H. Termination for Convenience (General Provision)

The City may terminate this Contract, in whole or in part, at any time by written notice to the Consultant when it is in the City's best interest. The Consultant shall be paid its costs, including Contract close-out costs, and profit on work performed up to the time of termination. The Consultant shall promptly submit its termination claim to City to be paid the Consultant. If the Consultant has any property in its

possession belonging to City, the Consultant will account for the same, and dispose of it in the manner City directs.

4. TIME OF PERFORMANCE:

The services of the Consultant shall be undertaken and completed on or before the 1st day of July, 2022.

5. COMPENSATION:

In consideration of the performance of services rendered under this Contract, the Consultant shall be compensated for services performed in accordance with paragraph 1, not to exceed a lump sum of Seventy Thousand Six Hundred Nineteen and 00/100 Dollars (\$70,619.00).

6. METHOD OF PAYMENT:

Payment will be made following completion of the terms set forth herein and receipt of an itemized invoice, certified under penalty of perjury, from the Consultant for services rendered in conformance with the Contract, and following approval by the Casper City Council. The invoice for payment must specify the correct amount due; that the Consultant has performed the services rendered under this Contract, in conformance with the Contract, and that it is entitled to receive the amount requested under the terms of the Contract.

If amounts owed by the Consultant to the City for any goods, services, licenses, permits or any other items or purpose remain unpaid beyond the City's general credit policy, those amounts may be deducted from the payment being made by the City to the Consultant pursuant to this Contract.

7. TERMS AND CONDITIONS:

This Contract is subject to and incorporates the provisions attached hereto as PART II -- GENERAL TERMS AND CONDITIONS.

8. EXTENT OF CONTRACT:

This Contract represents the entire and integrated Agreement between the City and the Consultant, and supersedes all prior negotiations, representations, or agreements, either written or oral. The Contract may be amended only by written instrument signed by both the City's and the Consultant's authorized representatives.

The City and the Consultant each individually represent that they have the requisite authority to execute this Contract and perform the services described in this Contract.

IN WITNESS WHEREOF, the undersigned duly authorized representatives of the parties have executed this Contract as of the day and year above.

APPROVED AS TO FORM

Walter Tremel

ATTEST

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Steven K. Freel
Mayor

WITNESS

CONSULTANT
WWC Engineering

By: Brandy Coyle

Printed Name: Brandy Coyle

Title: Admin Asst. City of Casper

By: Darren Tremel

Printed Name: DARREN TREMEL

Title: PRINCIPAL

CONTRACT FOR PROFESSIONAL SERVICES

PART II - GENERAL TERMS AND CONDITIONS

1. TERMINATION OF CONTRACT:

1.1 The City may terminate this Contract anytime by providing thirty (30) days written notice to Consultant of intent to terminate said Contract. In such event, all finished or unfinished documents, data, studies and reports prepared by the Consultant under this Contract shall, at the option of the City, become its property, and the Consultant shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents.

1.2 Notwithstanding the above, the Consultant shall not be relieved of liability to the City for damages sustained by the City, by virtue of termination of the Contract by Consultant, or any breach of the Contract by the Consultant, and the City may withhold any payments to the Consultant for the purpose of setoff until such time as the exact amount of damages due the City from the Consultant are determined.

2. CHANGES:

The City may, from time to time, request changes in the scope of the services of the Contract. Such changes, including any increase or decrease in the amount of the Consultant's compensation, which are mutually agreed upon between the City and the Consultant, shall be incorporated in written amendments to this Contract. There shall be no increase in the amount of Consultant's compensation unless approved by Resolution adopted by City.

3. ASSIGNABILITY:

The Consultant shall not assign any interest in this Contract, and shall not transfer any interest in the same (whether by assignment or novation) without the prior written approval of the City: provided, however, that claims for money due or to become due to the Consultant from the City under this Contract may be assigned to a bank, trust company, or other financial institution, or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer shall be furnished to the City within five (5) business days of any assignment or transfer.

4. AUDIT:

The City and its representatives shall have access and obtain at its discretion, copies to any books, documents, papers, electronic data and records of the Consultant, which are pertinent to this Contract. The Consultant shall immediately, upon receiving written

instruction from the City, provide to any independent auditor or accountant all books, documents, papers, electronic data and recordings of the Consultant which are pertinent to this Contract. The Consultant shall cooperate fully with any such independent auditor or accountant during the entire course of any audit authorized by the City.

5. EQUAL EMPLOYMENT OPPORTUNITY:

In carrying out the program, the Consultant shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or disability. The Consultant shall take affirmative action to ensure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, or disability. Such action shall include, but not be limited to, the following: employment upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Consultant shall post in conspicuous places, available to employees and applicants for employment, notices required by the government setting forth the provisions of this nondiscrimination clause. The Consultant shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, or disability.

6. OWNER OF PROJECT MATERIALS:

All finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, films, duplicating plates, and reports prepared by the Consultant under this Contract shall be considered the property of the City, and upon completion of the services to be performed, or termination of this agreement, they will be turned over to the City provided that, in any case, the Consultant may, at no additional expense to the City, make and retain such additional copies thereof as Consultant desires for its own use; and provided further, that in no event may any of the documents, data, studies, surveys, drawings, maps, models, photographs, films, duplicating plates, or other reports retained by the Consultant be released to any person, agency, corporation, or organization without the written consent of the City.

7. FINDINGS CONFIDENTIAL:

All reports, information, data, etc., given to or prepared, or assembled by the Consultant under this Contract are confidential and shall not be made available to any individual or organization by the Consultant without the prior written consent of the City.

8. GOVERNING LAW AND VENUE:

This Contract shall be governed by the laws of the State of Wyoming. The Courts of the State of Wyoming shall have jurisdiction over this Contract and the parties. The venue shall

be the Seventh Judicial District, Natrona County, Wyoming. The Consultant shall also comply with all applicable laws, ordinances, and codes of the local, state, or federal governments and shall not trespass on any public or private property in performing any of the work embraced by this Contract.

9. PERSONNEL:

The Consultant represents that it has, or will secure, all personnel required in performing the services under this Contract. Such personnel shall not be employees of the City. All of the services required shall be performed by the Consultant, or under its supervision, and all personnel engaged in the work shall be fully qualified. All personnel employed by Consultant shall be employed in conformity with applicable local, state or federal laws.

10. SUBCONSULTANT:

The Consultant shall not employ any Subconsultant to perform any services in the scope of this project, unless the Subconsultant is approved in writing by the City. Any approved Subconsultant shall be paid by the Consultant.

11. INSURANCE AND INDEMNIFICATION:

A. **Prior to the commencement of work**, Consultant shall procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its Subconsultants, agents, representatives, or employees.

B. *Minimum Scope and limit of Insurance.*

Coverage shall be at least as broad as:

1. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit). The CGL policy shall be endorsed to contain Employers Liability/Stop Gap Coverage
2. Automobile Liability: Insurance Services Office Form Number CA 0001 covering Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-

owned), with limit no less than Five Hundred Thousand (\$500,000) per accident for bodily injury and property damage.

3. **Workers' Compensation:** as required by the State of Wyoming with Statutory Limits.
4. **Professional Liability (Errors and Omissions) Insurance** appropriate to the Consultant's profession, with limit no less than the sum of Two Million Dollars (\$2,000,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Two Million Dollars (\$2,000,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location.

C. Higher Limits. If the Consultant maintains broader coverage and/or higher limits than required under this Agreement, then the City shall be entitled to the broader coverage and/or the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

D. Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions:

1. *Additional Insured Status*

The City, its officers, elected and appointed officials, employees, agents and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage shall be provided in the form of an endorsement to the Consultant's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38 and CG 20 37 forms if later revisions used).

2. *Primary Coverage*

For any claims related to this Contract, the Consultant's insurance coverage shall be primary and non-contributory insurance coverage at least as broad as ISO CG 20 01 04 13 as respects the Consultant as respects the City, its officers, elected and appointed officials, employees, agents and volunteers.

3. *Notice of Cancellation*

Each insurance policy required above shall state that coverage shall not be canceled, materially changed, or reduced, except with notice to the City. Such notice to the City shall be provided in a commercially reasonable time.

4. *Waiver of Subrogation*

Consultant hereby grants to City a waiver of any right to subrogation which any insurer of said Consultant may acquire against the City by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

5. *Deductibles and Self-Insured Retentions*

Consultant has two options regarding deductibles and self-insured retentions:

- a. Option 1: Any deductibles or self-insured retentions must be declared to and approved by the City. Unless otherwise approved by the City in writing, any deductible may not exceed Ten Thousand Dollars (\$10,000). Unless otherwise approved in writing by the City, self-insured retentions may not exceed Ten Thousand Dollars (\$10,000), and the City may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.
- b. Option 2: Consultant shall carry insurance with terms that require its insurance company to pay the full value of a covered claim from the first dollar of coverage, even if the Consultant is unable to pay any deductible or self-insured retention amount(s) required by the insurance policy. Consultant shall provide a written endorsement from its insurance carrier that such insurance coverage is in place, and shall keep such coverage in place during the term of this Contract and any subsequent time period required for claims made policies.

6. *Acceptability of Insurers*

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise agreed to in writing by the City.

7. *Claims Made Policies*

If any of the required policies provide coverage on a claims-made basis:

- a. The Retroactive Date must be shown and must be before the date of the Contract or the beginning of Contract work.

- b. Insurance must be maintained and evidence of insurance must be provided *for at least five (5) years after completion of the contract of work*. However, Consultant's liabilities under this Contract shall not be deemed limited in any way by the insurance coverage required.
- c. If coverage is canceled or non-renewed, and not *replaced with another claims-made policy form with a Retroactive Date* prior to the Contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of *five (5) years* after completion of contract work and at all times thereafter until the applicable statute of limitations runs.

8. *Verification of Coverage*

Consultant shall furnish the City with original certificates of insurance including all required amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to the City before work begins. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

9. *Subconsultants*

Consultant shall require and verify that all Subconsultants maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that the City is an additional insured on insurance required from Subconsultants.

10. *Special Risks or Circumstances*

City reserves the right to reasonably modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

- E. Consultant agrees to indemnify the City, the City's employees, elected officials, appointed officials, agents, and volunteers, and all additional insured and hold them harmless from all liability for damages to property or injury to or death to persons, including all reasonable costs, expenses, and attorney's fees incurred related thereto, to the extent arising from negligence, fault or willful and wanton conduct of the Consultant and any Subconsultant thereof.

12. INTENT:

Consultant represents that it has read and agrees to the terms of this Contract and further agrees that it is the intent of the parties that Consultant shall perform all of the services for

the compensation set forth in this Contract. Consultant also agrees that it is the specific intent of the parties, and a material condition of this Contract, that it shall not be entitled to compensation for other services rendered unless specifically authorized by the City by Resolution of its governing body. Consultant agrees that it has carefully examined the Scope of Services, and that the compensation is adequate for performance of this Contract.

13. WYOMING GOVERNMENTAL CLAIMS ACT:

The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et seq., and the City specifically reserves the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

14. NO THIRD PARTY BENEFICIARY RIGHTS:

The parties to this Contract do not intend to create in any other individual or entity the status of third-party beneficiary, and this Contract shall not be construed so as to create such status. The rights, duties and obligations contained in this Contract shall operate only between the parties to this Contract, and shall inure solely to the benefit of the parties to this Contract. The parties to this Contract intend and expressly agree that only parties signatory to this Contract shall have any legal or equitable right to seek to enforce this Contract, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Contract, or to bring an action for the breach of this Contract.

15. FORCE MAJEURE:

Neither party shall be liable for failure to perform under this Contract if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, pandemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.

16. ELECTRONIC SIGNATURES:

The parties understand and agree that they have the right to execute this Contract through paper or through electronic signature technology, which is in compliance with Wyoming and federal law governing electronic signatures. The parties agree that to the extent they sign electronically, their electronic signature is the legally binding equivalent to their handwritten signature. Whenever they execute an electronic signature, it has the same validity and meaning as their handwritten signature. They will not, at any time in the future,


repudiate the meaning of their electronic signature or claim that their electronic signature is not legally binding. They agree not to object to the admissibility of this Contract as an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the grounds that it is an electronic record or electronic signature or that it is not in its original form or is not an original. Each party will immediately request that their electronic signature be revoked in writing if they discover or suspect that it has been or is in danger of being lost, disclosed, compromised or subjected to unauthorized use in any way. If either party would like a paper copy of this Contract, they may request a copy from the other party, and the other party shall provide it.

Exhibit "A"

Proposed Fee Schedule City of Casper POPLAR STREET UTILITY IMPROVEMENTS WWC Engineering October 22, 2021	Total HRS	Total Labor Cost	Sub- Consultants	Total Expense Cost	Total Labor & Expenses
1. <u>Design Phase</u>	<u>593</u>	<u>\$66,319</u>		<u>\$1,300</u>	\$67,619
A) Locates, Survey and Mapping	44	\$4,864		\$1,050	
B) Water Main Design and Layout	160	\$17,976			
D) Plan Preparation	104	\$10,840		\$150	
E) Permitting	112	\$13,376			
F) WYDOT Coordination and Plan Reviews	64	\$7,592			
G) Prepare Special Provisions	45	\$4,923			
H) Final Plan Preparation	64	\$6,748		\$100	
2. <u>Subconsultants</u>			<u>\$3,000</u>		\$3,000
A) AET (Geotechnical Investigation)			\$3,000		
DESIGN DAYS:	74.1				
					\$ 70,619

Total Design Fee Upset Amount: \$70,619.00

Note: Hourly rates used for calculation of labor costs are shown on the attached 2021 Schedule of Charges

Signed:  Date: October 26, 2021
 Title: Branch Manager

RESOLUTION NO. 21-166

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH WWC ENGINEERING, FOR PROFESSIONAL SERVICES FOR THE POPLAR STREET UTILITY IMPROVEMENTS – CY AVENUE TO COLLINS DRIVE, PROJECT NO. 21-018.

WHEREAS, the City of Casper desires to enter into a professional services agreement with WWC Engineering, for engineering and design services for the Poplar Street Utility Improvements – CY Avenue to Collins Drive, Project No. 21-018; and,

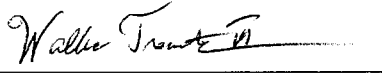
WHEREAS, WWC Engineering is able and willing to provide these services.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, a Contract for Professional Services with WWC Engineering, to provide bidding, construction administration, and surveying services for the Poplar Street Utility Improvements – CY Avenue to Collins Drive, Project No. 21-018.

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments throughout the project as prescribed by the contract, for a total amount not to exceed Seventy Thousand Six Hundred Nineteen and 00/100 Dollars (\$70,619.00).

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2021.

APPROVED AS TO FORM:





ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur D. Tremel
City Clerk

Steven K. Freel
Mayor

November 4, 2021

MEMO TO: Carter Napier, City Manager 
FROM: Zulima Lopez, Parks, Recreation and Public Facilities Director 
Matt Thomason, Buildings and Structures Manager
SUBJECT: Update on Citywide Facility Condition Assessment Project

Meeting Type & Date

Regular Meeting
November 16, 2021

Action Type

Resolution

Recommendation

That Council, by resolution, approve a Professional Services Agreement with Alpha Facilities Solutions for a citywide Facilities Condition Assessment.

Summary

Related to City Council goals regarding infrastructure, a one hundred thousand dollar (\$100,000) budget request was approved for the FY22 budget to fund a citywide Facilities Condition Assessment (FCA). The purpose of an FCA is to perform an inventory and assessment of City facilities and systems to determine the current condition of City assets and to forecast future capital replacement needs to aid in capital planning. An FCA assesses the following aspects of a facility:

- Exterior Systems: roofs, walls, windows, and exterior doors
- Interior Systems: walls, interior doors, floors, and ceilings
- Heating Ventilation and Air Conditioning (HVAC) Systems
- Electrical and Electrical Distribution Systems: branch wiring, lighting, and service distribution
- Plumbing Systems: plumbing fixtures, sanitary sewers, and domestic water distribution
- Fire Protection Systems: emergency lighting, fire sprinkler and suppression, fire alarm detection and standpipes
- Elevator Systems
- Site and Infrastructure Systems: vehicular and pedestrian pavements

In late June, Matt Thomason, Buildings and Structures Manager, compiled a list of city-owned facilities that would benefit from being a part of the FCA. With input from department directors, 127 buildings were included in the master facility list. In August 2021, staff developed a decision matrix that ranked the priority of buildings into three tiers. The factors included in the decision matrix were building age, square footage, safety/security impact on City operations, complexity of the building systems, whether or not the building is vital to perform the essential functions of the City, and whether or not the building generates revenue for the City. This matrix allowed staff to narrow the focus of the evaluation in the event that the budget would not allow all City facilities to be included. This prioritization can also be utilized to help establish priorities for capital budget planning.

The Sourcewell Cooperative Purchasing organization leverages the power of over 50,000 government, education, and nonprofit organizations to provide its members the best pricing possible for a number of goods and services. The Sourcewell Cooperative Purchasing organization has seven organizations contracted to perform Facility Condition Assessments. City staff reached out to all of those contractors and received quotes from five of the vendors. Only one proposal included assessment of all 127 City facilities, as well as an asset management software subscription, under the approved budget amount. The other proposals would require the City to eliminate facilities from the project to meet the established budget.

To stay within the project budget, the FCA will be split into two parts: a traditional FCA with accompanying narrative report, and a simplified FCA without narrative reports. Narrative reports will contain the condition of the facilities as well as recommendations regarding repairs. Thirty-five City facilities were selected based on size, complexity, and visibility of the buildings to receive full FCA with narrative reports. The remaining facilities will not receive the narrative reports, nor will elevator and site and infrastructure systems be included in the evaluations. However, all other FCA components will be included. For flexibility, the agreement will allow additions or adjustments to the facility listing and selection of facilities to receive narrative reports on a unit cost per gross square footage basis.

The data collected for all buildings, including digital photography of all systems, will be entered into the Asset Performance Planning Software (APPS) system. Utilizing this data and APPS, the Contractor will develop a twenty-year capital renewal schedule. The capital renewal schedule will provide a list of needed improvements, priority of the improvements, and cost estimates associated with improvements. Results can be displayed in various formats. The City intends to maintain an APPS account after completion of the project. This will allow Buildings and Structures staff to add specialty components not included in the scope of services for the Facility Condition Assessment, as well as update the software system as improvements are made to building systems. Staff training on the APPS system is included in the agreement.

Financial Considerations

The proposal from Alpha Facilities Solutions is for \$64,200.72. An ongoing annual subscription for the APPS system will also be required after the first year, quoted at just over \$3,500 per year. The cost of the FCA has been budgeted in the Buildings and Structures Capital Fund.

Oversight/Project Responsibility

Matt Thomason, Buildings and Structures Manager, will oversee the project.

Attachments

Resolution

Professional Services Agreement

CONTRACT FOR PROFESSIONAL SERVICES

PART I - AGREEMENT

This Contract for Professional Services ("Contract") is entered into on this 12th day of November, 2021, by and between the following parties:

1. The City of Casper, Wyoming, a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601 ("City").
2. ALPHA Facilities Solutions, 4085 Cibolo Canyons, Suite 200, San Antonio, Texas 78261 ("Consultant").

Throughout this document, the City and the Consultant may be collectively referred to as the "parties."

RECITALS

- A. The City is undertaking a project to evaluate the condition of City facilities.
- B. The project requires professional services for the facilities condition evaluations and report with findings and recommendations.
- C. The Consultant represents that it is ready, willing, and able to provide the professional services to City as required by this Contract.
- D. The City desires to retain the Consultant for such services.

NOW, THEREFORE, in consideration of the covenants and conditions set forth herein to be performed, the parties agree as follows:

1. SCOPE OF SERVICES:

The Consultant shall perform the following services in connection with and respecting the project:

- i. The Consultant shall perform the services detailed in their proposal attached as Exhibit "A" and hereby made part of the Contract.
- ii. Clarifications are hereby added to Exhibit A as follows:
 - a. The annual subscription fee referenced in Section IV. 2. is limited to an annual increase to the City of no more than 2 percent per year.

- b. Consultant shall respond to requests made by the City for customer support promptly and in a commercially reasonable manner. In all cases, support shall be provided by Consultant within twenty four hours.
 - c. Consultant shall not collect personally identifiable information (e.g., Social Security numbers, dates of birth, etc.) protected by applicable international, federal, state or local law. Consultant shall only collect the last name, email address and phone numbers for users of the system.
 - d. Consultant shall not have access to the City's servers, network, computer system, nor the data stored thereon.
 - e. Consultant shall back up the City data nightly at two data centers located in Dallas, Texas and Saint Louis, Missouri, or such other United States based data center as the parties may agree to in writing from time to time. The data centers shall be certified and maintain current certifications equivalent or superior to those described on Conectria's website at <https://www.connectria.com/services/compliance-security/compliance/>. Some of the certifications include, but are not limited to: HIPAA HITECH Service Organization, SSAE18 (SOC 1 Type 2 & SOC 2 Type 2 Audited platform), PCI/DSS Compliant, ISO 27001, FISMA Compliance and FERPA Compliant.
 - f. Consultant shall provide a way for the City to retrieve backups of its data free-of-charge during the term of this Contract, any renewals or extensions thereof, and at termination of the Agreement.
- iii. City reserves right to add, change or delete buildings from assessment list, at the cost provided in Sourcewell Contract #020421-ALP, provided that Consultant is notified prior to the start of assessment. Any changes to the assessment list after the start of work will be priced at a standard rate.
 - iv. Consultant to provide draft report to the City by February 15, 2022, and a final report by April 30, 2022. Consultant's ability to meet time schedule dependent on weather.

2. TIME OF PERFORMANCE:

The services of the Consultant shall be undertaken and completed on or before the 1st day of May, 2022.

3. COMPENSATION:

In consideration of the performance of services rendered under this Contract, the Consultant shall be compensated for services performed in accordance with paragraph 1, not to exceed a sum of Sixty Five Thousand, Seven Hundred Forty Two Dollars and Fifty One Cents (\$65,742.51).

4. METHOD OF PAYMENT:

Payment will be made following completion of the terms set forth herein and receipt of an itemized invoice, certified under penalty of perjury, from the Consultant for services rendered in conformance with the Contract, and following approval by the Casper City Council. The invoice for payment must specify the correct amount due; that the Consultant has performed the services rendered under this Contract, in conformance with the Contract, and that it is entitled to receive the amount requested under the terms of the Contract.

If amounts owed by the Consultant to the City for any goods, services, licenses, permits or any other items or purpose remain unpaid beyond the City's general credit policy, those amounts may be deducted from the payment being made by the City to the Consultant pursuant to this Contract.

5. TERMS AND CONDITIONS:

This Contract is subject to and incorporates the provisions attached hereto as PART II -- GENERAL TERMS AND CONDITIONS.

6. EXTENT OF CONTRACT:

This Contract represents the entire and integrated Agreement between the City and the Consultant, and supersedes all prior negotiations, representations, or agreements, either written or oral. The Contract may be amended only by written instrument signed by both the City's and the Consultant's authorized representatives.

The City and the Consultant each individually represent that they have the requisite authority to execute this Contract and perform the services described in this Contract.

IN WITNESS WHEREOF, the undersigned duly authorized representatives of the parties have executed this Contract as of the day and year above.

APPROVED AS TO FORM

Walker Tremel

ATTEST

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Steven K Freel
Mayor

WITNESS

CONSULTANT
ALPHA Facilities Solutions, L.L.C.

By: Kathleen I. Garcia

Printed Name: Kathleen I. Garcia

Title: Chief of Staff

By: _____

Printed Name: John A. Garcia

Title: Managing Director

CONTRACT FOR PROFESSIONAL SERVICES

PART II - GENERAL TERMS AND CONDITIONS

1. TERMINATION OF CONTRACT:

1.1 The City may terminate this Contract anytime by providing thirty (30) days written notice to Consultant of intent to terminate said Contract. In such event, all finished or unfinished documents, data, studies and reports prepared by the Consultant under this Contract shall, at the option of the City, become its property, and the Consultant shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents.

1.2 Notwithstanding the above, the Consultant shall not be relieved of liability to the City for damages sustained by the City, by virtue of termination of the Contract by Consultant, or any breach of the Contract by the Consultant, and the City may withhold any payments to the Consultant for the purpose of setoff until such time as the exact amount of damages due the City from the Consultant are determined.

2. CHANGES:

The City may, from time to time, request changes in the scope of the services of the Contract. Such changes, including any increase or decrease in the amount of the Consultant's compensation, which are mutually agreed upon between the City and the Consultant, shall be incorporated in written amendments to this Contract. There shall be no increase in the amount of Consultant's compensation unless approved by Resolution adopted by City.

3. ASSIGNABILITY:

The Consultant shall not assign any interest in this Contract, and shall not transfer any interest in the same (whether by assignment or novation) without the prior written approval of the City: provided, however, that claims for money due or to become due to the Consultant from the City under this Contract may be assigned to a bank, trust company, or other financial institution, or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer shall be furnished to the City within five (5) business days of any assignment or transfer.

4. AUDIT:

The City and its representatives shall have access and obtain at its discretion, copies to any books, documents, papers, electronic data and records of the Consultant, which are pertinent to this Contract. The Consultant shall immediately, upon receiving written

instruction from the City, provide to any independent auditor or accountant all books, documents, papers, electronic data and recordings of the Consultant which are pertinent to this Contract. The Consultant shall cooperate fully with any such independent auditor or accountant during the entire course of any audit authorized by the City.

5. EQUAL EMPLOYMENT OPPORTUNITY:

In carrying out the program, the Consultant shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or disability. The Consultant shall take affirmative action to ensure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, or disability. Such action shall include, but not be limited to, the following: employment upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Consultant shall post in conspicuous places, available to employees and applicants for employment, notices required by the government setting forth the provisions of this nondiscrimination clause. The Consultant shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, or disability.

6. OWNER OF PROJECT MATERIALS:

All finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, films, duplicating plates, and reports prepared by the Consultant under this Contract shall be considered the property of the City, and upon completion of the services to be performed, or termination of this agreement, they will be turned over to the City provided that, in any case, the Consultant may, at no additional expense to the City, make and retain such additional copies thereof as Consultant desires for its own use; and provided further, that in no event may any of the documents, data, studies, surveys, drawings, maps, models, photographs, films, duplicating plates, or other reports retained by the Consultant be released to any person, agency, corporation, or organization without the written consent of the City.

7. FINDINGS CONFIDENTIAL:

All reports, information, data, etc., given to or prepared, or assembled by the Consultant under this Contract are confidential and shall not be made available to any individual or organization by the Consultant without the prior written consent of the City.

8. GOVERNING LAW AND VENUE:

This Contract shall be governed by the laws of the State of Wyoming. The Courts of the State of Wyoming shall have jurisdiction over this Contract and the parties. The venue shall

be the Seventh Judicial District, Natrona County, Wyoming. The Consultant shall also comply with all applicable laws, ordinances, and codes of the local, state, or federal governments and shall not trespass on any public or private property in performing any of the work embraced by this Contract.

9. PERSONNEL:

The Consultant represents that it has, or will secure, all personnel required in performing the services under this Contract. Such personnel shall not be employees of the City. All of the services required shall be performed by the Consultant, or under its supervision, and all personnel engaged in the work shall be fully qualified. All personnel employed by Consultant shall be employed in conformity with applicable local, state or federal laws.

10. SUBCONSULTANT:

The Consultant shall not employ any Subconsultant to perform any services in the scope of this project, unless the Subconsultant is approved in writing by the City. Any approved Subconsultant shall be paid by the Consultant.

11. INSURANCE AND INDEMNIFICATION:

A. **Prior to** the commencement of work, Consultant shall procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its Subconsultants, agents, representatives, or employees.

B. *Minimum Scope and limit of Insurance.*

Coverage shall be at least as broad as:

1. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit). The CGL policy shall be endorsed to contain Employers Liability/Stop Gap Coverage
2. Automobile Liability: Insurance Services Office Form Number CA 0001 covering Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than Five Hundred Thousand (\$500,000) per accident for bodily injury and property damage.

3. Workers' Compensation: as required by the State of Wyoming with Statutory Limits.
 4. Professional Liability (Errors and Omissions) Insurance appropriate to the Consultant's profession, with limit no less than the sum of Two Million Dollars (\$2,000,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Two Million Dollars (\$2,000,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location.
- C. *Higher Limits.* If the Consultant maintains broader coverage and/or higher limits than required under this Agreement, then the City shall be entitled to the broader coverage and/or the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.
- D. *Other Insurance Provisions*

The insurance policies are to contain, or be endorsed to contain, the following provisions:

1. *Additional Insured Status*

The City, its officers, elected and appointed officials, employees, agents and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage shall be provided in the form of an endorsement to the Consultant's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38 and CG 20 37 forms if later revisions used).

2. *Primary Coverage*

For any claims related to this Contract, the Consultant's insurance coverage shall be primary and non-contributory insurance coverage at least as broad as ISO CG 20 01 04 13 as respects the Consultant as respects the City, its officers, elected and appointed officials, employees, agents and volunteers.

3. *Notice of Cancellation*

Each insurance policy required above shall state that coverage shall not be canceled, materially changed, or reduced, except with notice to the City. Such notice to the City shall be provided in a commercially reasonable time.

4. *Waiver of Subrogation*

Consultant hereby grants to City a waiver of any right to subrogation which any insurer of said Consultant may acquire against the City by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

5. *Deductibles and Self-Insured Retentions*

Consultant has two options regarding deductibles and self-insured retentions:

- a. Option 1: Any deductibles or self-insured retentions must be declared to and approved by the City. Unless otherwise approved by the City in writing, any deductible may not exceed Ten Thousand Dollars (\$10,000). Unless otherwise approved in writing by the City, self-insured retentions may not exceed Ten Thousand Dollars (\$10,000), and the City may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.
- b. Option 2: Consultant shall carry insurance with terms that require its insurance company to pay the full value of a covered claim from the first dollar of coverage, even if the Consultant is unable to pay any deductible or self-insured retention amount(s) required by the insurance policy. Consultant shall provide a written endorsement from its insurance carrier that such insurance coverage is in place, and shall keep such coverage in place during the term of this Contract and any subsequent time period required for claims made policies.

6. *Acceptability of Insurers*

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise agreed to in writing by the City.

7. *Claims Made Policies*

If any of the required policies provide coverage on a claims-made basis:

- a. The Retroactive Date must be shown and must be before the date of the Contract or the beginning of Contract work.
- b. Insurance must be maintained and evidence of insurance must be provided *for at least five (5) years after completion of the contract of work*. However, Consultant's liabilities under this Contract shall not be deemed limited in any way by the insurance coverage required.

- c. If coverage is canceled or non-renewed, and not *replaced with another claims-made policy form with a Retroactive Date* prior to the Contract effective date, the Consultant must purchase “extended reporting” coverage for a minimum of *five (5)* years after completion of contract work and at all times thereafter until the applicable statute of limitations runs.

8. *Verification of Coverage*

Consultant shall furnish the City with original certificates of insurance including all required amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to the City before work begins. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant’s obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

9. *Subconsultants*

Consultant shall require and verify that all Subconsultants maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that the City is an additional insured on insurance required from Subconsultants.

10. *Special Risks or Circumstances*

City reserves the right to reasonably modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

- E. Consultant agrees to indemnify the City, the City’s employees, elected officials, appointed officials, agents, and volunteers, and all additional insured and hold them harmless from all liability for damages to property or injury to or death to persons, including all reasonable costs, expenses, and attorney's fees incurred related thereto, to the extent arising from negligence, fault or willful and wanton conduct of the Consultant and any Subconsultant thereof.

12. INTENT:

Consultant represents that it has read and agrees to the terms of this Contract and further agrees that it is the intent of the parties that Consultant shall perform all of the services for the compensation set forth in this Contract. Consultant also agrees that it is the specific intent of the parties, and a material condition of this Contract, that it shall not be entitled to compensation for other services rendered unless specifically authorized by the City by Resolution of its governing body. Consultant agrees that it has carefully examined the Scope of Services, and that the compensation is adequate for performance of this Contract.

13. WYOMING GOVERNMENTAL CLAIMS ACT:

The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et seq., and the City specifically reserves the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

14. NO THIRD PARTY BENEFICIARY RIGHTS:

The parties to this Contract do not intend to create in any other individual or entity the status of third-party beneficiary, and this Contract shall not be construed so as to create such status. The rights, duties and obligations contained in this Contract shall operate only between the parties to this Contract, and shall inure solely to the benefit of the parties to this Contract. The parties to this Contract intend and expressly agree that only parties signatory to this Contract shall have any legal or equitable right to seek to enforce this Contract, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Contract, or to bring an action for the breach of this Contract.

15. FORCE MAJEURE:

Neither party shall be liable for failure to perform under this Contract if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, pandemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.

16. ELECTRONIC SIGNATURES:

The parties understand and agree that they have the right to execute this Contract through paper or through electronic signature technology, which is in compliance with Wyoming and federal law governing electronic signatures. The parties agree that to the extent they sign electronically, their electronic signature is the legally binding equivalent to their handwritten signature. Whenever they execute an electronic signature, it has the same validity and meaning as their handwritten signature. They will not, at any time in the future, repudiate the meaning of their electronic signature or claim that their electronic signature is not legally binding. They agree not to object to the admissibility of this Contract as an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the grounds that it is an electronic record or electronic signature or that it is not in its original form or is not an original. Each party will immediately request that their electronic signature be revoked in writing if they discover

or suspect that it has been or is in danger of being lost, disclosed, compromised or subjected to unauthorized use in any way. If either party would like a paper copy of this Contract, they may request a copy from the other party, and the other party shall provide it.



4085 Cibola Canyons, Suite 200, San Antonio, TX 78261
Phone: 210-492-5742 | answers@alphafacilities.com
www.alphafacilities.com



November 09, 2021

Matt Thomason
Building and Structures Manager
City of Casper
200 N David St
Casper, WY 82601

Dear Mr. Thomason:

Re: Facility Condition Assessment and Asset Performance Planning Software (APPS)
Approximate Gross Square Footage: 1,219,877
Sourcewell Contract #: 020421-ALP (ALPHA)
Sourcewell Member ID #: 2144 (City of Casper)

Thank you for the opportunity to support City of Casper on this important project. Outlined below please find a proposed scope of work, deliverables, timeline and proposed fee.

Scope of Work

I. Capital Planning Facility Condition Assessment for Standard Facilities

As part of this work effort, we will perform a lifecycle cost analysis of the existing building systems to include current capital investment, current operating costs, and future capital replacement costs. The analysis will also include risk analysis of existing building systems.

Facilities will be assessed by our assessment teams comprised of qualified architects, engineers and/or construction professionals.

Our teams will evaluate the condition and estimate the remaining service life for the purposes of renewal forecasting for the building systems shown below.

1. **Exterior Systems:** Roof systems, Wall systems, Window systems, and Exterior door systems
2. **Interior Systems:** Wall systems, Interior door systems, Floor systems and Ceiling systems
3. **Heating, ventilation and air conditioning.**
4. **Electrical and electrical distribution systems:** Branch wiring systems, Lighting systems and Service distribution system
5. **Plumbing systems:** Plumbing fixture system, Sanitary sewer system and Domestic water distribution system.
6. **Fire protection systems:** Emergency lighting system, fire sprinkler and suppression system, fire alarm detection system and standpipe system
7. **Elevator systems.**

8. Site and Infrastructure: Vehicular and Pedestrian Pavements.

Visible systems will be evaluated by physically touring the site and by conducting interviews of facility personnel with historical knowledge of each of the assets. Data collected and information gathered will be related to system type, age, quantities and condition in order to construct accurate budget estimates.

Below is a summary of the site and infrastructure assessment services included with this work effort:

- A. Perform a visual Pavement Condition Assessment of surface to document the current condition
 - 1. Vehicular Pavements (Parking Lots and Client-Owned Roadways) – Curbs, gutters, pavement markings, and pavement surfaces
 - 2. Pedestrian Pavement (Sidewalks and other Small Paved Areas) - Pavement markings and pavement surfaces
- B. Assumptions - Client will provide
 - 1. Installation date(s) of each system in each area
 - 2. Naming convention for roadways, parking lots, plazas and other paved areas
 - 3. Maintenance history, previous paving studies, and renovation documentation
- C. In the event that this documentation is not available our team will
 - 1. Assume the paving systems installation date to be the same as the construction date of adjacent structures
 - 2. Will calculate approximate Gross Square Footages from satellite imagery or maps

Deliverables - Findings for the Pavement Condition Assessment will be included in the overall FCA report. Budget estimates for individual paving needs will be developed and input into capital planning software. The assessment report will include a summary of the findings of each different pavement item assessed (e.g. roadways, parking lots, pedestrian paving) and location maps of the deficiencies observed during the assessment.

Assumptions

Client will provide mechanical room keys (when escorts are not available), floor plans, ladders and copies of maintenance logs as requested to support the project.

Definition of Data and Data Collection Standards

We will assist in defining facility condition data standards and collection standards. We will also use these standards to assess and report conditions for the property elements noted above.

Digital Photographs

Photos will be used for building identification and documentation of system conditions to support the assessment process and report deliverables. Within the capital planning software, photographs of facilities and expired building system will be available.

Corrective Action Recommendations and Costing

Using ALPHA's Asset Performance Planning Software (APPS), budgets will be provided for deficient conditions identified during the facility condition assessment. Parametric cost estimates are based on nationally recognized estimating data such as RSMeans.

Deficiency Prioritization

We understand the reduction of the current backlog of maintenance items to be a multi-year task, and we must be able to assign a priority to each deficiency. Before data collection begins, we will work with you to establish prioritization standards.

Data Analysis and Reports

Facility Condition Index (FCI)

We will develop an, FCI to quantify the deficiencies in each building. Our data is used to report the relative condition of buildings using a ratio of needed repairs (NR) over current replacement value (CRV) for the facility condition index (FCI). This ratio will allow you to sort your facilities into a list of “worst first.” This list will become a powerful document when planning and prioritizing remediation.

$$FCI = \left\{ \frac{\text{Needed Repairs}}{(CRV)} \right\} \times 100$$

We will provide an FCI for current timeframe and an extended FCI for current plus five years for all facilities/sites in which the FCA is conducted.

Facility Renewal Forecasting

Long-range funding for facilities is accomplished by identifying the rate of renewal required to maintain components of each facility as it depreciates and becomes unusable. As part of the facility renewal forecasting activities, we will:

1. Analyze and model the rates of depreciation of each facility and report on the annual reinvestment rate to replace components as they exceed useful service life, and
2. Determine approximate replacement cost of each building component where cumulating of components will equal the replacement value of the building.

After the condition assessments are complete, we will develop forecasts for the renewal of building systems through life-cycle analysis. These forecasts will assist in the creation of budgets for capital renewal. Additionally, they allow for the long-term projection of renewal cost. Future work will be estimated by taking the cost of a particular system renewal and forecasting the date of renewal by determining the expected life.

Examples of capital renewal forecast data are shown on the following pages.

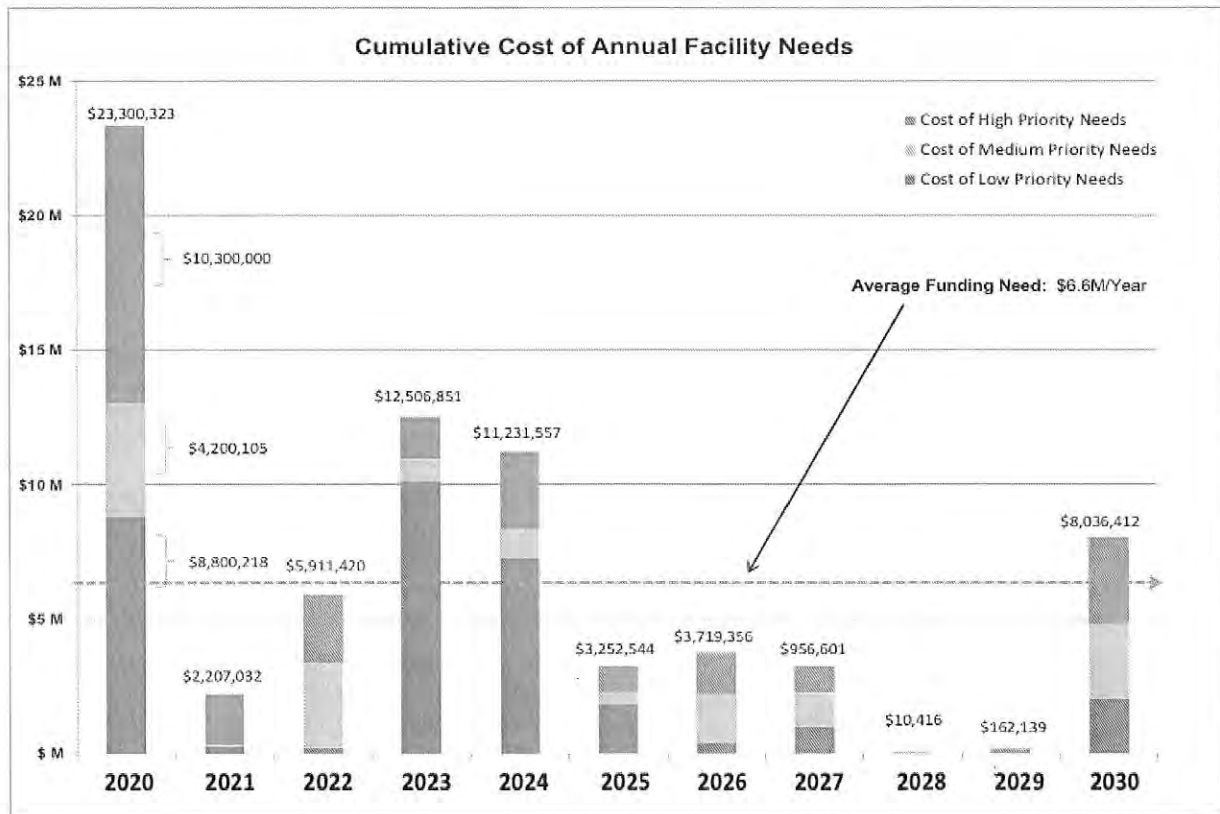
Capital Renewal Schedule (Tabular). This chart is an example of a tabular view of all of the current deficiencies together with a view of when the High School should budget for reinvestment in building systems as they approach their end of design life. The data is organized by building system following the UNIFORMAT structure.

Table 1. Sample Current and Forecasted Needs Summarized by System (Current + 5 years)

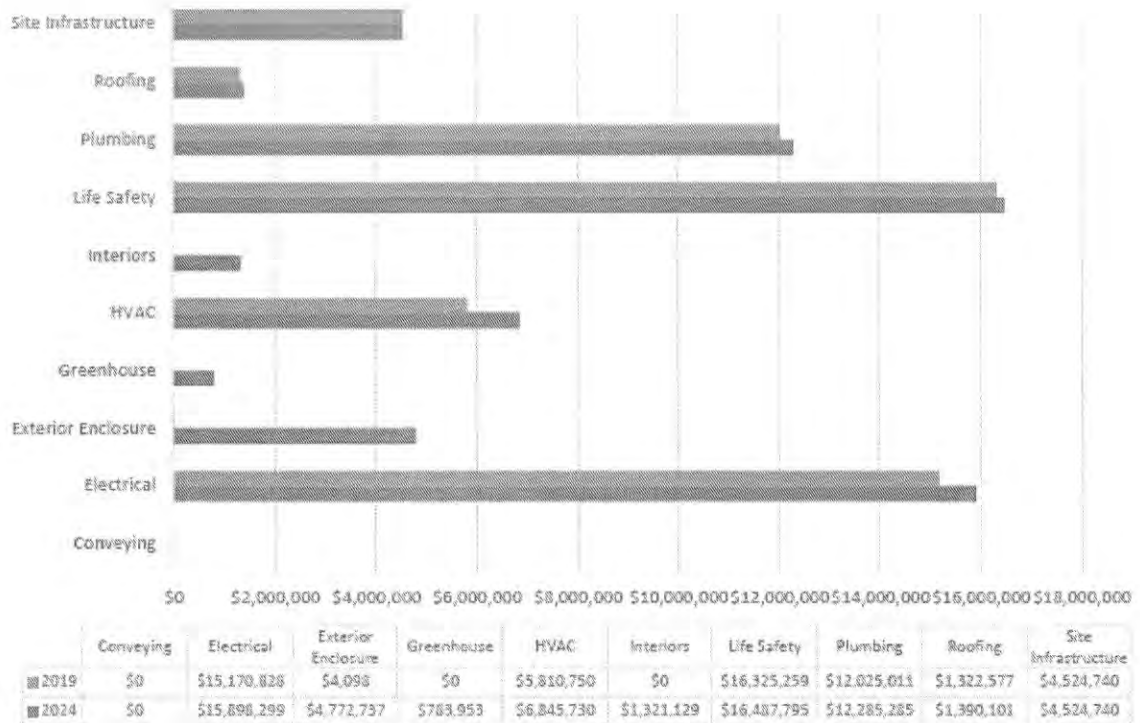
System	2020	2021	2022	2023	2024	2025
Needs by Year	\$21,282,581	\$807,548	\$242,118	\$5,741,521	\$331,765	\$4,960,827
Exterior Enclosure	\$2,312,018	\$0	\$94,499	\$92,827	\$17,274	\$70,633
Exterior Walls (Finishes)	\$468,513	\$0	\$0	\$0	\$0	\$43,928
Exterior Windows	\$1,254,078	\$0	\$81,959	\$1,710	\$0	\$0
Exterior Doors	\$457,757	\$0	\$0	\$91,117	\$17,274	\$1,626

System	2020	2021	2022	2023	2024	2025
Maintenance Roll-up Door	\$131,670	\$0	\$12,540	\$0	\$0	\$25,080
Roofing	\$571,445	\$37,643	\$0	\$110,381	\$0	\$10,383
Roof Coverings	\$571,445	\$37,643	\$0	\$110,381	\$0	\$10,383
Interior Construction	\$2,243,113	\$12,312	\$125,025	\$417,030	\$0	\$3,593
Interior Doors	\$1,713,068	\$0	\$117,674	\$294,799	\$0	\$0
Specialties	\$406,925	\$0	\$7,351	\$116,075	\$0	\$3,593
Toilet Partitions	\$123,120	\$12,312	\$0	\$6,156	\$0	\$0
Interiors	\$5,868,384	\$0	\$15,976	\$286,460	\$312,535	\$658,943
Ceiling Finishes	\$1,511,025	\$0	\$15,976	\$25,456	\$129,866	\$49,273
Floor Finishes	\$2,886,155	\$0	\$0	\$250,373	\$182,670	\$481,870
Wall Finishes	\$1,471,204	\$0	\$0	\$10,631	\$0	\$127,800
Plumbing	\$1,992,669	\$0	\$0	\$1,383,005	\$0	\$2,476,316
Domestic Water Distribution	\$123,038	\$0	\$0	\$365,305	\$0	\$297,300
Plumbing Fixtures	\$1,012,584	\$0	\$0	\$547,876	\$0	\$1,200,799
Sanitary Waste	\$857,047	\$0	\$0	\$469,824	\$0	\$978,217
HVAC	\$2,825,851	\$630,571	\$0	\$1,942,423	\$0	\$714,470
Controls and Instrumentation	\$11,375	\$275,345	\$0	\$157,174	\$0	\$45,836
Distribution System	\$2,151,767	\$355,226	\$0	\$1,783,340	\$0	\$602,476
Heat Generation	\$419,149	\$0	\$0	\$0	\$0	\$66,157
Terminal & Package Units	\$243,560	\$0	\$0	\$1,909	\$0	\$0
Fire Protection	\$1,805,532	\$80,023	\$0	\$423,374	\$0	\$46,164
Fire Alarms	\$1,011,043	\$80,023	\$0	\$423,374	\$0	\$0
Sprinklers & Standpipe	\$794,489	\$0	\$0	\$0	\$0	\$46,164
Electrical	\$2,958,355	\$0	\$0	\$1,086,020	\$1,955	\$443,947
Branch Wiring	\$1,087,732	\$0	\$0	\$555,234	\$1,955	\$144,183
Lighting	\$1,252,939	\$0	\$0	\$518,938	\$0	\$299,765
Service Distribution	\$560,115	\$0	\$0	\$558	\$0	\$0
Other Electrical Services	\$57,568	\$0	\$0	\$11,290	\$0	\$0
Equipment & Furnishing	\$135,864	\$0	\$6,619	\$0	\$0	\$536,377
Institutional Equipment	\$135,864	\$0	\$6,619	\$0	\$0	\$536,377
Site Infrastructure	\$569,350	\$47,000	\$0	\$0	\$0	\$0
Pedestrian Pavements	\$27,500	\$0	\$0	\$0	\$0	\$0
Pedestrian Pavements	\$27,500	\$0	\$0	\$0	\$0	\$0
Site Development	\$21,800	\$2,000	\$0	\$0	\$0	\$0
Site Development	\$21,800	\$2,000	\$0	\$0	\$0	\$0
Vehicular Pavements	\$515,050	\$0	\$0	\$0	\$0	\$0

Capital Renewal Schedule (Bar Chart). This chart is an example of how to communicate final needs to all levels of the organization. At the time the assessment is complete, the total value of the deferred backlog is shown in the first bar. By assigning priorities, you can begin their planning efforts by prioritizing high, medium and low priority projects. This view of your overall capital renewal forecast also allows you to begin developing a project plan for the next 5, 10, 15, 20 years. It also allows you to proactively group projects in a fashion to develop a more balanced level of investment and avoiding large, unanticipated spikes in capital requirements.



Needs by system



We will work with you to establish performance goals for your portfolio of buildings. For example, you may choose performance goals based upon industry benchmarks for age, physical condition, and functional adequacy. These performance goals will be supported by an investment strategy based on priorities and criteria established to meet your goals.

Capital Planning, Project Planning and Packaging

For your project, we recommend using Asset Performance Planning Software (APPS) capital planning software. As part of our facility condition assessment process, we will use APPS to collect and manage the data associated with your facility condition assessment program. We will establish your account and host your data.

In the event an alternative capital planning technology solution is preferred, we will work with you and your technology provider to assure the proposed level of effort is appropriate.

The capital planning software will serve as a single repository for all asset-related data. Using this software, we will:

1. Determine the long-term system renewal costs and timing
2. Analyze the facility condition index (FCI) for assets

Outlined below is an example of how to view facility condition index data to determine relative status of condition of your facilities.

Facility Condition Index (FCI)*	General Description*
0 - 10	Facility new or well maintained (very good condition)
11 - 20	Facility is satisfactorily maintained (good condition)
21 - 30	Facility is under maintained (fair condition)
31 - 60	Facility should be considered for significant renovation or possible replacement (poor condition - facility is still safe but more cost effective to replace than to maintain)

*FCI ranges and associated condition descriptions can be adjusted according to preference for the best representation of the portfolio.

Sample Summary of Findings

Building Name	Age (Years)	Area (SF)	Total Needs 2020	Current Replacement Value	2020 FCI %	Total Needs 2025	2025 FCI %
Events Center	3 - 114	324,126	\$4,972,769	\$50,966,869	10	\$7,407,260	15
Administration	2 - 104	128,809	\$3,834,435	\$22,549,945	17	\$7,110,229	32
Library	3 - 44	131,719	\$1,193,650	\$20,298,583	6	\$2,454,187	12
Warehouse	8 - 47	162,054	\$3,497,197	\$18,075,848	19	\$6,127,918	34
Totals:		746,708	\$13,498,051	\$111,891,244		\$23,099,594	

II. Deliverables (Standard Facilities Receiving Narrative Reports)

A summary of the deliverables is outlined below:

1. **Facility Condition Assessment Report** – The assessment findings will be entered into the preferred capital planning software application. A written report explaining the conditions of your facilities will be generated to summarize findings at the District level and campus level. The building reports will be designed and formatted in the same manner. Initial reports and spreadsheets submitted to the owner will be considered a draft and subject to review/approval.
2. **Twenty-Year Capital Renewal Schedule** – A summary of deferred maintenance items will be generated from the capital planning software providing the priority and cost associated with each need. Also included is a twenty-year capital renewal schedule detailing forecasted needs for each location and overall portfolio.
3. **Asset Performance Planning Software (APPS)** – An APPS account will be established and the facility condition assessment data will be populated into APPS. Once the system is ready to turn over, training will be provided as well as ongoing support. APPS software, Training, and Support provided as a part of the Annual Subscription fee.

III. Capital Planning Facility Condition Assessment for Acillary Type Facilities (Buildings not Receiving Written Narrative Reports)

As part of this work effort, we will perform a lifecycle cost analysis of the existing building systems to include current capital investment, current operating costs, and future capital replacement costs. The analysis will also include risk analysis of existing building systems.

Facilities will be assessed by our assessment teams comprised of qualified architects, engineers and/or construction professionals.

Our teams will evaluate the condition and estimate the remaining service life for the purposes of renewal forecasting for the building systems shown below (If present).

1. **Exterior Systems:** Roof systems, Wall systems, Window systems, and Exterior door systems
2. **Interior Systems:** Wall systems, Interior door systems, Floor systems and Ceiling systems
3. **Heating, ventilation and air conditioning** - We will provide a system level condition assessment on HVAC systems.
4. **Electrical and electrical distribution systems:** Branch wiring systems, distribution and Lighting systems.
5. **Plumbing systems:** Plumbing fixture system, Sanitary sewer system and Domestic water distribution system.
6. **Fire protection systems:** Fire sprinkler, suppression and alarm detection system.

IV. Deliverables (Ancillary Type Facilities Not Receiving Narrative Reports)

1. **Twenty-Year Capital Renewal Schedule** – A summary of deferred maintenance items will be generated from the capital planning software providing the priority and cost associated with each need. Also included is a twenty-year capital renewal schedule detailing forecasted needs for each location and overall portfolio.
2. **Asset Performance Planning Software (APPS)** – An APPS account will be established and the facility condition assessment data will be populated into APPS. Once the system is ready to turn over, training will be provided as well as ongoing support. APPS software, Training, and Support provided as a part of the Annual Subscription fee.

Asset Performance Planning Solution (APPS) Subscription

The APPS web-based application has been developed by ALPHA Facilities Solutions to collect, manage, and evaluate large volumes facility condition data associated with your organization's capital improvement program. APPS employs a robust SQL-based scalable relational database engine. This software application forecasts backlog and capital renewal requirements; providing quantifiable and defensible justification for capital funding requests. APPS has the capability to serve as a foundational element of your Capital Renewal and Deferred Maintenance (CRDM) program.

Designed for use by Facility Managers and their staff, APPS provides a straightforward and reliable method for inventorying, estimating, tracking, and updating facility deficiencies. APPS' built-in quality control functions assure the accuracy and uniformity of data entry, analysis, and reporting.

Building systems included in the assessment consist of

- Exterior envelope and finishes
- Interior systems and finishes
- Roofing systems
- Heating, ventilation and air conditioning (HVAC)
- Electrical systems
- Plumbing systems
- Fire protection systems
- Elevator systems
- Site systems

Product Features:

- Non-proprietary
- Simultaneous user access
- User-based Security
- Compatible with existing software applications such as CMMS and BIM systems
- Standardized reports, including:
 - Summarized costing information
 - Individual deficiency details
 - Forecasted renewal costs by year
 - Flexible data sorting to meet user requirements

Product Description:

APPS provides a user-friendly tool for capital forecasting, comprehensive deficiency tracking, building system life cycle forecasting, asset tracking for major fixed equipment, and adjustable cost data using industry standard cost databases. These features help facility management staff efficiently develop cost estimates for long range capital planning.

APPS uses a robust scalable relational database engine based on SQL that is Open Database Connection Compliant (ODBC) and accessible as a true Application Service Provider (ASP) application. As a web-based application, it is independent of the user's operating system and device. It is non-proprietary and forward compatible with evolving technologies. APPS performs equally well on a PC, or tablet on any major operating system. The number of concurrent users is scalable, and the server hardware will be customized to support your user community.

Application Use:

Facility assessors enter basic portfolio information into the database such as facility names, construction dates, and building gross square footage. They then input building system renewal histories, current

system conditions, and the estimated system lives based on industry standard libraries or historical knowledge. The application will compute the projected years of the next replacements for each system. (Users have the capability to overwrite automated projections if desired based on user knowledge.) APPS will also calculate replacement costs of each system based on standard cost data for the year replacement occurs. Assessors can enter notes, photos and other key attachments directly into the application. Users can also enter fixed equipment assets into APPS. APPS can maintain many attributes of the equipment inventory, including photos and other attachments. APPS will forecast upcoming equipment replacement dates and will provide replacement cost estimates.

Users can also conduct an abbreviated ADA assessment. Any ADA deficiencies can be recorded in APPS as individual needs.

Once complete, APPS will evaluate all the facility data and calculate Facility Condition Indexes (FCI) for each building as well as for the total portfolio. Results can be provided through a wide variety of reporting formats based on user preferences. Reporting formats include spreadsheets, narrative reports, tables, charts and other graphic visualizations. All reports can be exported in PDF format. Other custom reporting formats are available through ALPHA's software team to meet users' individual reporting requirements.

APPS Dashboard

The Dashboard presents simplified views of the data including data presented in a tabular form which can be rearranged, sorted, filtered, grouped and exported; and tables and plots that can be embedded into reports and presentations.

APPS Hosting and Technical Support Includes the following:

- Maintenance of Installed APPS software and functionality
- Technical Support (Hosting fee assumes approximately 40 hours of technical support annually)
- Software updates, if applicable
- Daily data backup to secure site
- Server Maintenance

Asset Performance Planning Solution (APPS) Training Program

Outlined below please find the recommended training program to meet the needs of your organization:

Executive Training (4 hours): Training for users who want access to reports and be able to monitor the current condition of the assets but will have no responsibility for the day to day manipulation of the data. Executive training will provide for these users. This training includes an explanation of the data elements.

User Training (2 hours): User training is the training on how to use and operate the software to perform the majority of data entry tasks.

Advanced User (2 hours): Advanced users need more in depth knowledge about the data in the application, so they must first attend the Executive training. The Advanced users can do the data entry for any task in the application and includes details such as pricing that is not available to the majority of users. This group of users will become your condition assessment experts.

Administration (2 hours): Administration training is the training necessary to setup users and passwords, change pull-down menus, change the fiscal year, and publish data to the dashboard (the executive view). This group of users is typically small and controls the most important data that has an effect on all the buildings in the system. Because of this, they must have the Executive and Advanced User training and it is recommended that they take the User training as well.

Analytics (1 day): Students will learn how to check the data for quality inputs. They will also learn how all the data is calculated. This class is usually targeted for senior employees.

Schedule: The anticipated period of performance for this work effort is 3-4 months.

Name of Project	City of Casper	ALPHA FACILITIES SOLUTIONS, LLC																												
Location	Casper, WY																													
Date Estimated	08/27/2021																													
Facility Conditions Assessment	1,219,877 sq. ft.																													
Estimated number of buildings	127																													
Estimated start date	Fri, Oct 15, 2021																													
Estimated completion date	Mon, Feb 28, 2022																													
Scope of Services: <p>Work effort includes Facility Conditions Assessment as described within proposal for facilities totaling approximately 1,219,877 square feet. Proposed fees include project set up, mobilization, assessment data collection, deliverables, and APPS annual subscription.</p> <p>Note:</p> <p>1) Prices based on Sourcwell Contract # 020421-ALP and City of Casper Sourcwell member ID# 2144</p> <p>2) Monthly invoices submitted based on a percent complete until project is complete.</p> <p>3) Applicable sales taxes are in addition to the quoted price. If your organization is tax exempt, please email a copy of your Tax Exemption Certificate to accounting@alphafacilities.com</p>																														
<table border="1"> <thead> <tr> <th>Description</th> <th>Measure (Gross Square Footage)</th> <th>Approximate Unit Cost</th> <th>Estimated Fee</th> </tr> </thead> <tbody> <tr> <td>Facility Condition Assessment</td> <td>1,219,877</td> <td>\$ 0.0510</td> <td>\$ 62,213.73</td> </tr> <tr> <td>Asset Performance Planning Software (APPS) Annual Subscription</td> <td></td> <td>\$ 3,528.78</td> <td>\$ 3,528.78</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td colspan="3">Total Estimated Fee</td> <td>\$ 65,742.51</td> </tr> </tbody> </table>			Description	Measure (Gross Square Footage)	Approximate Unit Cost	Estimated Fee	Facility Condition Assessment	1,219,877	\$ 0.0510	\$ 62,213.73	Asset Performance Planning Software (APPS) Annual Subscription		\$ 3,528.78	\$ 3,528.78													Total Estimated Fee			\$ 65,742.51
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Total Estimated Fee			\$ 65,742.51																											

Facilities Summary

City of Casper total square footage is 1,219,877 across 127 buildings.

Invoice and Payment – ALPHA will submit monthly invoices based upon percent work complete. We will include with each invoice a monthly status report summarizing activities that support percent of work complete. Invoiced amounts should be paid within 45 days of receiving invoice.

Applicable sales taxes are in addition to the quoted price. If your organization is tax exempt, please email a copy of your Tax Exemption Certificate to accounting@alphafacilities.com.

Again, thank you for the opportunity to support City of Casper on this important project.

Sincerely,

ALPHA FACILITIES SOLUTIONS, LLC

Keith Jones

Keith Jones
Chief Practice Officer

Date: _____

Approved: _____
Signature

Matt Thomason
Building and Structures Manager
City of Casper

Appendix A – Facilities Receiving Narrative Reports

Facilities Summary	
Facility Name - Standard Facilities Receiving Narrative Reports	Gross Square Footage
Aquatic Center (CFAC)	23,046.00
Solid Waste Administration & Receiving	6,200.00
Solid Waste Scale House	3,995.00
Building and Structures (BAS) Offices/Shop	6,000.00
Ford Wyoming Center	194,218.00
Casper Ice Arena (CIA)	32,335.00
Casper Recreation Center	40,000.00
Casper Service Center	64,388.00
City Center Building	12,600.00
City Hall	36,850.00
Fire Station #1	11,060.00
Metro Animal Shelter	7,577.00
Water Garage Shop & Offices	12,000.00
Solid Waste Baler Building & MRF	60,778.00
Ash Street Office	11,324.00
Fire Station #2	9,500.00
Fire Station #3	12,855.00
Fire Station #5	9,086.00
Fire Station #6	12,250.00
Fort Caspar Museum	5,532.00
Golf Course Clubhouse	8,610.00
Hogadon Lodge	16,086.00
Marion Kreiner Pool (Outdoor Pool)	1,410.00
Mike Sedar Pool (Outdoor Pool)	1,181.00
Paradise Valley Pool (Outdoor Pool)	3,044.00
Washington Park Pool (Outdoor Pool)	4,756.00
Nicolaysen Art Museum	28,293.00
Senior Center	19,596.00
Waste Water Treatment Plant Ops Building	4,610.00
Waste Water Treatment Plant Shop	4,608.00
WWTP Maintenance/Collection Admin Building	2,600.00
Traffic Shop and Offices	8,051.00
Golf Course Maintenance Facility	9,120.00
Hall of Justice / Municipal Court - 5th Floor	2,890.00
Hall of Justice / Police Department - 1st Floor	19,500.00
Total GSF	705,949.00

* Buildings may be removed from Appendix A and added to Appendix B following discussions and agreement between ALPHA Facilities Solutions and the City of Casper prior to on-site work efforts beginning

Appendix B – Facilities Not Receiving Narrative Reports

Facilities Summary	
Facility Name - Ancillary Type Facilities Not Receiving Narrative Reports	Gross Square Footage
Transit Garage	8,641.00
Transit Office	1,098.00
Cemetery Office	5,194.00
Marathon Building	32,964.00
Life Steps - B (Housing Unit)	7,094.00
Life Steps - C (Housing Unit)	8,704.00
Life Steps - D (Housing Unit)	2,585.00
Life Steps - E (Housing & Office)	22,530.00
Life Steps - F (Housing & Maintenance)	11,124.00
Life Steps - H (Housing Unit)	3,209.00
Life Steps - K (Cafeteria)	3,347.00
Life Steps - L (Gym)	4,784.00
Mike Lansing Clubhouse	6,076.00
Solid Waste Jim Evans Refuse Equipment Storage	31,160.00
Hogadon Ski Patrol	3,136.00
Hogadon Old Ticket Offices/Casper Mnt. Racers	1,800.00
Hogadon Maintenance Shop	5,000.00
Parking Structure	129,960.00
13 & Sycamore Concession	3,216.00
Air Modeler's Shelter & Shed	200.00
Solid Waste CoMB Building	3,290.00
Solid Waste Landfill Equipment Storage Building	11,360.00
Solid Waste HHW Segregated Storage	2,200.00
Band Shell	3,219.00
Crossroads Park	1,296.00
Fort Caspar Caretaker House	720.00
Golf Cart Shed	2,400.00
Golf Course Storage Shed	600.00
Meals on Wheels	8,814.00
Mike Lansing Field Concessions & Restrooms	5,044.00
Mike Lansing Field Ticket Booth	156.00
Miller House (Temporary City Employee Housing)	2,054.00
North Casper Clubhouse	1,648.00
North Casper Park Soccer Concessions	1,869.00
Pronghorn Skeet & 3 Trap Building	3,021.00
Senior Center Storage	360.00
Speedway Announcer Booth	180.00
Speedway Concessions	1,244.00
Stuckenhoff Shooter's Range	6,250.00
Tani Field	3,153.00
Water Garage Warehouse	6,345.00
Water Garage Storage Building	1,280.00
CY Booster	592.00
Sunrise 1 Booster	416.00
Sunrise 2 Booster	384.00

* Buildings may be removed from Appendix B and added to Appendix A following discussions and agreement between ALPHA Facilities Solutions and the City of Casper prior to on-site work efforts beginning.

Appendix B – Facilities Not Receiving Narrative Reports (Cont'd)

Facilities Summary	
Facility Name - Ancillary Type Facilities Not Receiving Narrative Reports	Gross Square Footage
Pratt Booster	770.00
Southwest Booster	888.00
Oakcrest Booster	1,862.00
North Park Booster	770.00
Mtn. Road Booster	888.00
Valve House URCR	225.00
Hydraulic House URCR	180.00
Sewage Lift Station	1,000.00
Sewage Lift Station	1,000.00
Sewage Lift Station	1,000.00
Sewage Lift Station	1,000.00
Sewage Lift Station	1,000.00
Sewage Lift Station	1,000.00
Sewage Lift Station	1,000.00
Sewage Lift Station	1,000.00
Sewage Lift Station	1,000.00
Sewage Lift Station	1,000.00
Stormwater Lift Station	1,000.00
Stormwater Lift Station	1,000.00
Stormwater Lift Station	1,000.00
Sewage Flushing Station	1,000.00
Sewage Lift Station	600.00
Sewage Lift Station	888.00
Sewage Lift Station	888.00
Sewage Lift Station	888.00
Sewage Lift Station	888.00
Sewage Lift Station	225.00
Sewage Lift Station	180.00
Sewage Lift Station, Corrosion Control Facility	2,500.00
Well House #1	600.00
Well House #2	600.00
WWTP Primary Sludge Pump	1,763.00
WWTP Pump Station	500.00
WWTP Second Gallery	12,020.00
WWTP Dissolved Air Float	65,000.00
WWTP Digestion Control	5,824.00
WWTP Headworks	11,406.00
WWTP Chlorine Facility	2,500.00
WWTP Sulfonation Facility	375.00
WWTP Water Pump Station	1,000.00
WWTP Bofilter Pump Station	11,250.00
WWTP Thickened Sludge Pump	1,079.00
WWTP Dewatering Building	5,904.00
WWTP Blower Building	3,600.00
Washington Park Storage Building/Restrooms	3,150.00
Total GSF	513,928.00

* Buildings may be removed from Appendix B and added to Appendix A following discussions and agreement between ALPHA Facilities Solutions and the City of Casper prior to on-site work efforts beginning.

RESOLUTION NO.21-167

A RESOLUTION AUTHORIZING A CONTRACT WITH
ALPHA FACILITIES SOLUTIONS, L.L.C. TO
PROVIDE A FACILITIES CONDITION ASSESSMENT
ON CITY FACILITIES

WHEREAS, the City of Casper needs a contractor to perform a Facilities Condition Assessment on City facilities; and,

WHEREAS, ALPHA Facilities Solutions, L.L.C. is able and willing to provide those services; and,

WHEREAS, the City of Casper desires to hire ALPHA Facilities Solutions, L.L.C. to perform those services.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the City Manager of his designee is hereby authorized to make verified partial payment throughout the term of the agreement in accordance with the schedule of fees contained within the contract.

BE IT FURTHER RESOLVED: That the City Manager or his designee is hereby authorized to make verified partial payments throughout the term of the agreement in accordance with the schedule of fees contained within the contract in the amount of Sixty Five Thousand, Seven Hundred Forty Two Dollars and Fifty One Cents (\$65,742.51).

PASSED, APPROVED, AND ADOPTED on this _____ day of November, 2021.

APPROVED AS TO FORM:




ATTEST:


CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Steven K. Freel
Mayor

October 26, 2021

MEMO TO: J. Carter Napier, City Manager 

FROM: Fleur Tremel, Assistant to the City Manager/City Clerk ⁷⁷
Carla Mills-Laatsch, Licensing Specialist 

SUBJECT: Change of Corporate Ownership for Bar and Grill No. 11, 71 SE Wyoming Blvd LLC, d/b/a The Horse Palace, Located at 71 SE Wyoming Blvd.

Meeting Type & Date
Regular Council Meeting
November 16, 2021

Action type
Minute Action

Recommendation
That Council, by minute action, acknowledge a change in corporate ownership for 71 SE Wyoming Blvd LLC d/b/a The Horse Palace, located at 71 SE Wyoming Blvd.

Summary
An application has been received requesting a change in corporate ownership that holds Bar and Grill No. 11, 71 SE Wyoming Blvd, LLC d/b/a The Horse Palace, located at 71 SE Wyoming Blvd.

Bar and Grill liquor licenses do not have the transfer privilege per W.S. 12-4-413(e). They can change LLC members per W.S. 12-4-102 (c). No public hearing will be required for this change but public comment will be welcomed.

Currently, the corporate owners are Eugene Joyce, Timothy Lattner and Michael Lattner each having 33 1/3 of the corporate stock. With this change the new corporate holder is Wy Funding, LLC holding 100% of the corporate stock.

Bar and Grill liquor licenses must have the majority of their revenue be from food services and not from the sale of alcohol liquor or malt beverages. They must also have a physical bar with at least eight adult customer alcohol serving places, as well as a serving station for ordered alcoholic drinks or pick-up alcoholic drinks; they must have at least one dedicated service representative (bartender), and a choice of at least six major distilled spirits available for retail sale. Restaurant and Bar and Grills liquor licenses cannot sell alcohol for off premise consumption. All sales of alcoholic or malt beverages shall cease at the time food sales and services cease.

Financial Considerations
No Financial Considerations

Oversight/Project Responsibility

Carla Mills-Laatsch, Licensing Specialist

Attachments

Application

NEW OR TRANSFER LIQUOR LICENSE OR PERMIT APPLICATION

FOR LIQUOR DIVISION USE ONLY			
Customer #:			
Trf from:			
Reviewer:	Initials	Date	
Agent:		/	/
Chief:		/	/

To be completed by City/County Clerk		Local License #: <u>Bar & Grill</u>																
License Fees	Annual Fee: \$ _____	Date filed with clerk: <u>10 / 25 / 2021</u>	Advertising Dates: <u>(2 Weeks)</u>															
	Prorated Fee: \$ _____																	
	Transfer Fee: \$ _____																	
	Publishing Fee: \$ _____	Hearing Date: _____																
Publishing Fee Direct Billed to Applicant: <input checked="" type="checkbox"/>																		
License Term: <u>11</u> Month <u>16</u> Day <u>12021</u> Year Through <u>03</u> Month <u>31</u> Day <u>2022</u> Year																		
LICENSING AUTHORITY: Begin publishing promptly. As W.S. 12-4-104(d) specifies: NO LICENSING AUTHORITY SHALL APPROVE OR DENY THE APPLICATION UNTIL THE LIQUOR DIVISION HAS CERTIFIED THE APPLICATION IS COMPLETE.																		
Applicant: <u>71 S.E. Wyoming Blvd. LLC</u>																		
Trade/Business Name (dba): <u>The Horse Palace</u>																		
Building to be licensed/Building Address: <u>71 S.E. Wyoming Blvd. LLC</u>																		
<table border="0"> <tr> <td colspan="2">Number & Street</td> <td>State</td> <td>Zip</td> <td>County</td> </tr> <tr> <td colspan="2"><u>Casper</u></td> <td><u>WY</u></td> <td><u>82601</u></td> <td><u>Natrona</u></td> </tr> <tr> <td colspan="2">City</td> <td>State</td> <td>Zip</td> <td>County</td> </tr> </table>				Number & Street		State	Zip	County	<u>Casper</u>		<u>WY</u>	<u>82601</u>	<u>Natrona</u>	City		State	Zip	County
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City		State	Zip	County														
Local Mailing Address: <u>Same</u>																		
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<u>Same</u>		<u>Casper</u>	<u>WY</u>	<u>82601</u>														
City		State	Zip															
Local Business Telephone Number: <u>(307) 224-4960</u> Fax Number: <u>(307) 224-4960</u>																		
Business E-Mail Address: _____																		
FILING FOR <input type="checkbox"/> NEW LICENSE <input type="checkbox"/> TRANSFER OF LOCATION		FILING IN (CHOOSE ONLY ONE) <input checked="" type="checkbox"/> CITY OF: <u>Casper</u> <input type="checkbox"/> COUNTY OF: _____																
<input checked="" type="checkbox"/> TRANSFER OWNERSHIP FORMERLY HELD BY: _____		FILING AS (CHOOSE ONLY ONE) <input type="checkbox"/> INDIVIDUAL <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> LP/LLP <input checked="" type="checkbox"/> LLC <input type="checkbox"/> CORPORATION <input type="checkbox"/> LTD PARTNERSHIP <input type="checkbox"/> ORGANIZATION <input type="checkbox"/> OTHER _____																
TYPE OF LICENSE OR PERMIT (CHOOSE ONLY ONE)																		
RETAIL LIQUOR LICENSE <input type="checkbox"/> ON-PREMISE ONLY (BAR) <input type="checkbox"/> OFF-PREMISE ONLY (PACKAGE STORE) <input type="checkbox"/> COMBINATION ON/OFF PREMISE (BOTH BAR & PACKAGE STORE)		<input type="checkbox"/> RESTAURANT LIQUOR LICENSE <input type="checkbox"/> RESORT LIQUOR LICENSE <input checked="" type="checkbox"/> BAR AND GRILL LIMITED RETAIL (CLUB) <input type="checkbox"/> VETERANS CLUB <input type="checkbox"/> FRATERNAL CLUB <input type="checkbox"/> GOLF CLUB <input type="checkbox"/> SOCIAL CLUB																
		<input type="checkbox"/> MICROBREWERY <input type="checkbox"/> WINERY <input type="checkbox"/> DISTILLERY SATELLITE <input type="checkbox"/> WINERY SATELLITE <input type="checkbox"/> COUNTY RETAIL/SPECIAL MALT BEVERAGE PERMIT																
SPECIAL DESIGNATIONS <input type="checkbox"/> CONVENTION FACILITY <input type="checkbox"/> CIVIC CENTER/EVENT CENTER/ PUBLIC AUDITORIUM <input type="checkbox"/> GOLF CLUB <input type="checkbox"/> GUEST RANCH <input type="checkbox"/> RESORT																		
To Assist the Liquor Division with scheduling inspections: OPERATIONAL STATUS																		
<input checked="" type="checkbox"/> FULL TIME (e.g. Jan through Dec)		(specify months of operation) from <u>Jan.</u> to <u>Dec.</u>																
<input type="checkbox"/> SEASONAL/PART-TIME		DAYS OF WEEK (e.g. Mon through Sat) from <u>Mon.</u> to <u>Sun.</u>																
<input type="checkbox"/> NON-OPERATIONAL/PARKED		HOURS OF OPERATION (e.g. 10a - 2a) from <u>10:00 a.m.</u> to <u>12:00 a.m.</u>																

ALL APPLICANTS MUST COMPLETE QUESTIONS 1-4**1. BUILDING OWNERSHIP:** Does the applicant? W.S. 12-4-103(a)(iii)

- (a) **OWN** the licensed building? ☒ YES (own)
- (b) **LEASE** the licensed building? (Lease must be through the term of the liquor license) ☐ YES (lease)

If Yes, please submit a copy of the lease and indicate:

- (i) When the lease expires, located on page _____ paragraph _____ of lease.
- (ii) Where the **Sales** provision for alcoholic or malt beverages is located, on page _____ paragraph _____ of lease.
(**MUST** contain a provision for **SALE OF ALCOHOLIC or MALT BEVERAGES.**)

2. To operate your liquor business, have you assigned, leased, transferred or contracted with any other person (entity) to operate and assert total or partial control of the license and the licensed building? W.S. 12-4-601(b) ☐ YES ☒ NO

3. Does any manufacturer, brewer, rectifier, wholesaler, or through a subsidiary affiliate, officer, director or member of any such firm: W.S. 12-5-401, 12-5-402, 12-5-403

- (a) Hold any interest in the license applied for? ☐ YES ☒ NO
- (b) Furnish by way of loan or any other money or financial assistance for purposes hereof in your business? ☐ YES ☒ NO
- (c) Furnish, give, rent or loan any equipment, fixtures, interior decorations or signs other than standard brewery or manufacturer's signs? ☐ YES ☒ NO
- (d) If you answered YES to any of the above, explain fully and submit any documents in connection there within:

4. Does the **applicant** have any interest or intent to acquire an interest in any other liquor license issued by **this** licensing authority? W.S. 12-4-103(b) ☐ YES ☒ NO
- If "YES", explain: _____

5. BAR AND GRILL LICENSE OR RESTAURANT LICENSE:

Have you submitted a valid food service permit or application? W.S. 12-4-413(a) ☒ YES ☐ NO

6. RESORT LICENSE:

Does the resort complex:

- (a) Have an actual valuation of at least one million dollars, or have you committed or expended at least one million dollars (\$1,000,000.00) on the complex, excluding the value of the land? W.S. 12-4-401(b)(i) ☐ YES ☐ NO
- (b) Include a restaurant and a convention facility which will seat at least one hundred (100) persons? W.S. 12-4-401(b)(ii) ☐ YES ☐ NO
- (c) Include motel, hotel or privately owned condominium, town house or home accommodations approved for short term occupancy with at least one hundred (100) sleeping rooms? W.S. 12-4-401(b)(iii) ☐ YES ☐ NO
- (d) If no on question (c), have a ski resort facility open to the general public in which you have committed or expended not less than 10 million dollars (\$10,000,000.00)? W.S. 12-4-401(b)(iv) ☐ YES ☐ NO
- (e) Are you contracting/leasing the food and beverage services? W.S. 12-4-403(b)
1. If Yes, have you submitted a copy of the food and beverage contract/lease? ☐ YES ☐ NO

7. MICROBREWERY LICENSE:

Will the license be held in conjunction with another liquor license? W.S. 12-4-412(b)(iii) ☐ YES ☐ NO

- (a) If "YES", please specify type: ☐ RETAIL ☐ RESTAURANT ☐ RESORT
☐ BAR AND GRILL ☐ WINERY

- (b) Do you self distribute your products? W.S. 12-2-201(a) ☐ YES ☐ NO
(Requires wholesale malt beverage license with the Liquor Division)

8. WINERY LICENSE:

Will the license be held in conjunction with another liquor license? W.S. 12-4-412(b)(iii) ☐ YES ☐ NO

- (a) If "YES", please specify type: ☐ RETAIL ☐ RESTAURANT ☐ RESORT
☐ BAR AND GRILL ☐ MICROBREWERY

9. LIMITED RETAIL (CLUB) LICENSE:**FRATERNAL CLUBS W.S. 12-1-101(a)(iii)(B)**

- (a) Has the fraternal organization been actively operating in at least thirty-six (36) states? ☐ YES ☐ NO
- (b) Has the fraternal organization been actively in existence for at least twenty (20) years? ☐ YES ☐ NO

10. LIMITED RETAIL (CLUB) LICENSE:**VETERANS CLUBS W.S. 12-1-101(a)(iii)(A):**

- (a) Does the Veteran's organization hold a charter by the Congress of the United States? ☐ YES ☐ NO
- (b) Is the membership of the Veteran's organization comprised only of Veterans and its duly organized auxiliary? ☐ YES ☐ NO

11. LIMITED RETAIL (CLUB) LICENSE:**GOLF CLUBS W.S. 12-1-101(a)(iii)(D)/W.S. 12-4-301(e):**

- (a) Do you have more than fifty (50) bona fide members? ☐ YES ☐ NO
- (b) Do you own, maintain, or operate a bona fide golf course together with clubhouse? ☐ YES ☐ NO
- (c) Are you a political subdivision of the state that owns, maintains, or operates a golf course? ☐ YES ☐ NO
1. Are you contracting/leasing the food and beverage services? W.S. 12-5-201(g) ☐ YES ☐ NO
2. If Yes, have you submitted a copy of the food and beverage contract/lease? ☐ YES ☐ NO

12. LIMITED RETAIL (CLUB) LICENSE:**SOCIAL CLUBS W.S. 12-1-101(a)(iii)(E)/W.S. 12-4-301(b):**

- (a) Do you have more than one hundred (100) bona fide members who are residents of the county in which the club is located? ☐ YES ☐ NO
- (b) Is the club incorporated and operating solely as a nonprofit organization under the laws of this state? ☐ YES ☐ NO
- (c) Is the club qualified as a tax exempt organization under the Internal Revenue Service? ☐ YES ☐ NO
- (d) Has the club been in continuous operation for a period of not less than one (1) year? ☐ YES ☐ NO
- (e) Has the club received twenty-five dollars (\$25.00) from each bona fide member as Recorded by the secretary of the club and are club members at the time of this application in good standing by having paid at least one (1) full year in dues? ☐ YES ☐ NO
- (f) Does the club hold quarterly meetings and have an actively engaged membership carrying out the objectives of the club? ☐ YES ☐ NO
- (g) Have you filed a true copy of your bylaws with this application? ☐ YES ☐ NO
- (h) Has at least fifty one percent (51%) of the membership signed a petition indicating a desire to secure a Limited Retail Liquor License? (Petition Attached) ☐ YES ☐ NO

13. If applicant is filing as an Individual, Partnership or Club: W.S. 12-4-102(a)(ii) & (iii)

Each individual, partner or club officer must complete the box below.

True and Correct Name	Date of Birth	Residence Address No. & Street City, State & Zip DO NOT LIST PO BOXES	Residence Phone Number	Have you been a DOMICILED resident for at least 1 year and not claimed residence in any other state in the last year?	Have you been Convicted of a Felony Violation?	Have you been Convicted of a Violation Relating to Alcoholic Liquor or Malt Beverages?
				YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
				YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
				YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
				YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
				YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
				YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>

(If more information is required, list on a separate piece of paper and attach to this application.)

(221)

14. If the applicant is a Corporation, Limited Liability Company, Limited Liability Partnership or Limited Partnership: W.S. 12-4-102(a)(iv) & (v)

Each stockholder holding, either jointly or severally, ten percent (10%) or more of the outstanding and issued capital stock of the corporation, limited liability company, limited liability partnership, or limited partnership, and every officer, and every director must complete the box below.

True and Correct Name	Date of Birth	Residence Address No. & Street City, State & Zip DO NOT LIST PO BOXES	Residence Phone Number	No. of Years in Corp or LLC	% of Corporate Stock Held	Have you been Convicted of a Felony Violation?	Have you been Convicted of a Violation Relating to Alcoholic Liquor or Malt Beverages?
Nicholas Hughes					6	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
John H. Sheldon, III						YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
Peter Liguori						YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>

(If more information is required, list on a separate piece of paper and attach to this application)

REQUIRED ATTACHMENTS:

- ☒ A statement indicating the financial condition and financial stability of the applicant W.S. 12-4-102(a)(vi).
- ☐ Attach any lease agreements (especially for resort/political subdivisions leasing out food & beverage services) W.S. 12-4-103 (a)(iii)/W.S. 12-4-403(b)/W.S. 12-4-301(e).
- ☐ If transferring a license from one ownership to another, a form of assignment from the current licensee to the new applicant authorizing the transfer W.S. 12-4-601(b).

OATH OR VERIFICATION

(Requires signatures by ALL Individuals, ALL Partners, ONE (1) LLC Member, or TWO (2) Corporate Officers or Directors except that if all the stock of the corporation is owned by ONE (1) individual then that individual may sign and verify the application upon his oath, or TWO (2) Club Officers.) W.S. 12-4-102(b)

Under penalty of perjury, and the possible revocation or cancellation of the license, I swear the above stated facts, are true and accurate.

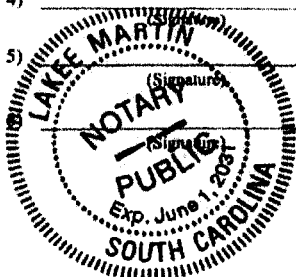
STATE OF MISSISSIPPI)

) SS.

COUNTY OF Charleston)

Signed and sworn to before me on this 22nd day of October, 2021 that the facts alleged in the foregoing instrument are true by the following:

1) <u>[Signature]</u> (Signature)	<u>Peter Liguori</u> (Printed Name)	<u>Board Member</u> Title
2) _____ (Signature)	_____ (Printed Name)	_____ Title
3) _____ (Signature)	_____ (Printed Name)	_____ Title
4) _____ (Signature)	_____ (Printed Name)	_____ Title
5) _____ (Signature)	_____ (Printed Name)	_____ Title





Witness my hand and official seal:

Lance Martin
Signature of Notary Public

My commission expires: 6/1/2021

(SEAL)

November 5, 2021

MEMO TO: J. Carter Napier, City Manager 
FROM: Liz Becher, Community Development Director 
SUBJECT: Appointment of Bob King to the Casper Historic Preservation Commission.

Meeting Type & Date:

Regular Council Meeting, November 16, 2021

Action Type:

Minute action

Recommendation:

That Council, by minute action, appoint Bob King to the Casper Historic Preservation Commission for a three (3) year term expiring December 31, 2024.

Summary:

In October/November of 2020, a public notice was published in the Casper Star Tribune, and on the City's website, seeking applications for the Casper Historic Preservation Commission. Two interested parties responded, Bob King and Erich Frankland. At the time, there was only a single opening on the Commission, and the Council chose Erich Frankland. The Historic Preservation Commission met on November 8, 2021 to discuss the current opening (vacated by Commissioner Ann Berg), and is recommending the appointment of Bob King, based on his initial interest in serving. Mr. King has provided an updated letter of interest for the Council's consideration.

Financial Considerations:

Not applicable.

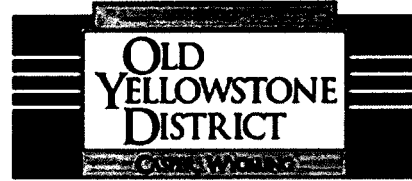
Oversight/Project Responsibility:

Community Development Department - Planning Division

Attachments:

Copy of Public Notice

Letter of Interest from Bob King



Public Service Opportunities

The Casper City Council is accepting applications from interested citizens who wish to serve as volunteer members of either the Casper Historic Preservation Commission or the Old Yellowstone District Advisory Committee.

Historic Preservation Commission:

This Commission's purpose is to oversee initiatives including conducting inventories of Casper's historic assets, proposing historic districts and sites, promoting awareness through a wide range of activities, and acting as advisors to public officials related to historic preservation issues. The Historic Preservation Commission is a board of eleven (11) volunteer citizens of Casper that serve three (3)-year terms. The Commission meets on the second Monday of each month at 8:30 a.m. at City Hall.

Old Yellowstone District Advisory Committee:

This Committee is comprised of seven (7) property owners and/or business owners from the Old Yellowstone District appointed by the Casper City Council. In addition, two City Council representatives, two Planning & Zoning Commissioners, and City staff serve on the committee. The advisory committee plays an essential role in the City's plans to implement and promote the redevelopment of the Old Yellowstone District through discussion about development proposals, grant applications, creation of neighborhood outreach programs, design and review of marketing materials, and recommendations related to the Form-Based Code. The Committee meets the 4th Monday of each month at 4:00 p.m.

Four (4) of the property owner committee seats are 1-year terms, and three (3) are 2-year terms. All applicants must currently own property or a business in the Old Yellowstone District.

What To Do If You Are Interested:

If you are interested in participating in the rewarding and important work of either the Historic Preservation Commission or the Old Yellowstone District Advisory Committee, please submit a letter of interest outlining any relevant experience and the reasons that you believe you would be a good addition to the Commission that you are interested in, to the Community Development Director, 200 North David Street, Suite 205, Casper, Wyoming, 82601. Please note on the envelope or subject line: "Historic Preservation Commission Opening" or "Old Yellowstone District Advisory Committee Opening." If you would like to be considered for both, please provide separate letters/envelopes for each. The deadline for applications is **Friday, November 20, 2020**. Interviews may be scheduled depending on the responses. For additional information please contact Dee Hardy, Administrative Technician, (307) 235-8241.

Publish: Saturday, October 31, 2020 - Casper Star-Tribune
Saturday November 7, 2020 - Casper Star-Tribune
City Website – October 31, 2020 through November 7, 2020

ROBERT A. KING

1551 THREE CROWNS DRIVE, SUITE 301
CASPER, WYOMING 82604
(307) 262-1776
bobking06@qwestoffice.net

November 4, 2021

Liz Becher
Community Development Director
200 North David Street, Suite 205
Casper, Wyoming 82601

Re: Historic Preservation Commission Opening

Dear Ms. Becher:

I hereby submit my name for consideration of appointment to the open position on the Casper Historic Preservation Commission.

I have been a resident of Casper for 41 years. I am a petroleum engineer by profession, having worked for both individual companies as an employee and consultant, and the State of Wyoming as both a Commissioner and Supervisor of the Wyoming Oil & Gas Conservation Commission.

I have served on the Amoco Reuse Agreement Joint Powers Board from 1998-2002, and the Three Crowns Management Committee from 2006-2015. I am currently on the Cadoma Foundation Board, the Enhanced Oil Recovery Commission Board, and the Wyoming Community Foundation Board. I am also an active member of the Natrona County Historical Society.



I have a strong appreciation for both Casper's history and future progress, and believe I can bring experience and insight to the Casper Historic Preservation Commission.

Sincerely,

A handwritten signature in black ink that reads "Robert A. King". The signature is written in a cursive, flowing style with a large, prominent "R" and "K".

Robert A. King

November 2, 2021

MEMO TO: J. Carter Napier, City Manager 
FROM: Zulima Lopez, Parks, Recreation, & Public Facilities Director 
SUBJECT: Casper's Council of People with Disabilities New Member Appointments

Meeting Type & Date

Council Meeting
November 16, 2021

Action type

Minute Action

Recommendation

That Council, by Minute Action, appoint four (4) new members to Casper's Council of People with Disabilities for a term of three (3) years beginning November 17, 2021.

Summary

Casper's Council of People with Disabilities (CCPD) bylaws require that the City Council advisory group maintain between twelve and sixteen active members. In the last year, a number of members have not attended meetings regularly, which is required to maintain voting membership. As such, four members were notified in early October by the CCPD Chair, Austin Berlin, that they have been resigned as voting members. To fill these voting member vacancies, the CCPD solicited applications from interested community members from October 4, 2021 to October 27, 2021. Five applications were received during the application period. At the regular business meeting on October 28, 2021, the members voted for and approved to accept four new voting members to the Council. The fifth applicant will be invited to serve as a non-voting liaison. The CCPD Chairperson recommends the appointment of the four (4) individuals as approved by the membership. An updated Officer and Membership List is attached.

Financial Considerations

None

Oversight/Project Responsibility

CCPD Chair and City of Casper CCPD Representative(s)

Attachments

CCPD Officer and Membership List

ROSTER & MEMBERSHIP LIST - Casper's Council of People with Disabilities - Eff November 17, 2021
CCPD By-Laws require between 12-16 voting members.

Voting Members:

<u>Name</u>	<u>Role</u>	<u>Term Length</u>	<u>Email</u>	<u>Term Dates</u>
1 Maureen Barnes "Mo"	Member	3 year	barmmranchwy@yahoo.com	April 21, 2020-April 21, 2023
2 Austin Berlin	Chairperson	3 year	austinberlin1987@gmail.com	July 16, 2019-July 16, 2022
3 Ardell Breed	Member	3 year	ArdellBreed@yahoo.com	April 21, 2020-April 21, 2023
4 Maria Flinn "Masha"	Member	3 year	mashaflinn@hotmail.com	July 16, 2019-July 16, 2022
5 Nicole Green "Nikki"	Vice-Chairperson	3 year	nikki@aspirecasemanagement.com	July 16, 2019-July 16, 2022
6 Linda Jones	Member	3 year	ltak7j.p@gmail.com	July 16, 2019-July 16, 2022
7 Zulima Lopez	Treasurer	permanent	zlopez@casperwy.gov	N/A
8 Steven McNichols "Steve"	Member	3 year	swmzellia87@gmail.com	July 16, 2019-July 16, 2022
9 John Wall	Member	3 year	johnwall63@live.com	July 16, 2019-July 16, 2022
10 Renate Pullen	Secretary	3 year	rpullen@nowcapervices.org	July 16, 2019-July 16, 2022
11 Bonnie Wilson	Member	3 year	bonniwilso@gmail.com	July 16, 2019-July 16, 2022
12 Pamela Adkins	Member	3 year	adkinspamel22@gmail.com	November 17, 2021-November 17, 2024
13 Julie Bradley	Member	3 year	julie4@hawaii.edu	November 17, 2021-November 17, 2024
14 Stephanie Dugger	Member	3 year	sdugger@nowcapervices.org	November 17, 2021-November 17, 2024
15 Marty Wood	Member	3 year	martywood1967@gmail.com	November 17, 2021-November 17, 2024

CCPD Liaisons & Alternates

Ray Pacheco	City Council Liaison	rpacheco@casperwy.gov
Matthew Kowalski	County Liaison	mattkowalski@natronacounty-wy.gov